

Township of Admaston/Bromley
Second Monthly Meeting

Council met for their second monthly meeting on Thursday February 16th, 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, Acting Public Works Superintendent Steve Visinski, Interim Treasurer Keray O'Reilly, and Finance Clerks Andrea Leclair and Meagan Jessup.

Guests present were Norm Dagg, Executive Director from the Sunshine Coach.

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. 21/02/23

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council approve the amended Agenda for February 16th, 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 February 2nd, 2023.

Resolution No. 22/02/23

Moved by Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council adopt the following meeting Minutes:

- February 2nd, 2023, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

Norm Dagg gave a presentation regarding the Sunshine Coach and the service they provide. They also reviewed the number of trips for Admaston/Bromley residents and who qualifies for their service, as well as outlining how they are preparing for the future.

Agenda Item 7 – Planning and Economic Development Committee – Chair Keith Gourley, Committee Member Kevin LeGris

7a B134/22 Consent Application

Resolution No. 23/02/23

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B134/22 submitted by Ottawa Valley Oxygen c/o Gerald Skebo and Lisa

Skebo-Linde, so long as requirements of commenting agencies are satisfied.

Carried

7b B135/22 Consent Application

Resolution No. 24/02/23

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B135/22 submitted by Lisa Skebo-Linde and Brian Linde, so long as requirements of commenting agencies are satisfied.

Carried

Agenda Item 8 – Community Service Committee – Chair Angela Field, Committee Member Brian Hamilton

None.

Agenda Item 9 – Operations Committee – Chair Brian Hamilton, All of Council

9a January Report to Council

Resolution No. 25/02/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council receive the Public Works January 2023 Report, as information.

Carried

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

None.

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

11a Payment Register – January 2023

Resolution No. 26/02/23

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT the Council approve the January 2023 Payment Register listing.

Carried

11b Summer and December Council Meetings Schedule

Council discussed the meeting schedule recommended by staff. Discussion was had on the cancelling of one meeting in December. CAO/Clerk Charkavi noted that December is a very busy month and as the meeting falls on December 21 it is recommended to be canceled. After more discussion it was suggested that 3 meetings be held in November to accommodate cancelling the second monthly meeting of December.

Resolution No. 27/02/23

Moved by Kevin LeGris, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council amend the resolution concerning the summer and December Council meeting Schedule to reflect the comments and suggestions made by members of Council.

Carried

Resolution No. 28/02/23

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council approve the amended motion to reflect the following schedule with 1 meeting in July and 1 meeting in December cancelled, while adding a meeting in November, the changes to the Council meeting Schedule are highlighted below beginning in July 2023:

July 6 th , 2023 – 7:30 P.M	October 19 th , 2023 – 7:30 P.M
July 20 th , 2023 – CANCELLED	November 2 nd , 2023 – 7:30 P.M
August 3 rd , 2023 – 7:30 P.M	November 16 th , 2023 - 7:30 P.M
August 17 th , 2023 - 7:30 P.M	November 30 th , 2023 - 7:30 P.M
September 7 th , 2023 - 7:30 P.M	December 7 th , 2023 – CANCELLED.
September 21 st , 2023 - 7:30 P.M	December 14 th , 2023 - 7:30 P.M
October 5 th , 2023 - 7:30 P.M	December 21 st , 2023 – CANCELLED.

Carried

11c Holiday Hours

Discussion was had on the holiday schedule for 2023, the half days for December 24 and December 31 will be taken together on December 29, the following resolution was passed.

Resolution No. 29/02/23

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council approve Option 1, approving the closure of the Municipal Office on December 27th and December 28th, 2023.

AND BE IT RESOLVED THAT information concerning the Office hours and the hours at the Stone Road Transfer Site on December 24 and 31 be advertised on the Township’s website and social media accounts.

AND BE IT FURTHER RESOLVED THAT Staff will make an application for leave out of their accumulated banked time, vacation time, floater time and/or overtime.

Carried

11d Livestock Valuers By-Law Report

Resolution No. 30/02/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council approve By-Law 2023-13, Being A By-Law Appointing Livestock Investigators for the Township of Admaston/Bromley;

AND BE IT FURTHER RESOLVED that Council approve that the Livestock Valuers receive the Canadian Revenue Agency’s Reasonable Per-Kilometer Allowance which

will be adjusted every January 1, for the use of their vehicle.

Carried

11e Appointment By-Law

Resolution No. 31/02/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council approve By-Law 2023-14, being a By-Law to appoint a Treasurer-Deputy CAO/Clerk for the Township of Admaston/Bromley.

Carried

Agenda Item 12 – Protective Services Committee – Chair Kevin LeGris,
Committee Member Angela Field

12a Thank you from Fire Committee – Verbal

Councillor LeGris thanked the Public Works department, on behalf of the Douglas Fire Department, for their assistance in plowing areas for Firefighters during a couple of the last fires in the Township.

12b Douglas Fire Committee Minutes – September 2022

Resolution No. 32/02/23

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED that Council receive the Douglas Fire Committee minutes from the September 14, 2022 meeting.

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

13a County Council Summary – January 2023

Resolution No. 33/02/23

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED THAT Council receives the County Council Summary Report for January 2023, as information.

Carried

Agenda Item 14 – By-Laws

**14a 2023-13 – Livestock Valuer By-Law
2023-14 – Appointment By-Law**

Resolution No. 34/02/23

Moved by Angela Field, seconded by Keith Gourley

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

- **2023-13** – Livestock Valuer
- **2023-14** – Appointment of Treasurer-Deputy CAO/Clerk

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 35/02/23

Moved Brian Hamilton, seconded by Keith Gourley.

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

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2023-15 being a by-law to confirm proceedings of Council Meeting

Resolution No. 36/02/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that By-law 2023-15, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held February 16th, 2023, be now numbered, deemed read three times and passed.
Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 37/02/23

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that the Thursday, February 16th, 2023, Township of Admaston/Bromley Council meeting be adjourned at 8:46 p.m.
Carried

Mayor

CAO/Clerk