

Township of Admaston/Bromley
Second Monthly Meeting

Council met for their second monthly meeting on Thursday May 18th, 2023. Present were Mayor Michael Donohue, Deputy Mayor Kevin LeGris, Councillors Keith Gourley, Angela Field and Brian Hamilton.

Staff Members present were CAO/Clerk Jennifer Charkavi, Treasurer-Deputy CAO/Clerk Kelly Coughlin, Public Works Superintendent (Acting) Steve Visinski, Fire Chief Bill McHale, Deputy Fire Chief Pat Donohue, and Finance Clerks Andrea Leclaire and Meagan Jessup as well as Audio/Video System Specialist Nate Maclsaac.

Guests present were Angela Schutt, Welch LLP.

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. 13/05/23

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council approve the Agenda for May 18th, 2023, Regular Council Meeting as amended.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

5a Resolution to adopt Minutes of the Regular Council Meeting May 4th, 2023.

Resolution No. 14/05/23

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

BE IT RESOLVED that Council adopt the following meeting Minutes:

- May 4, 2023, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

6a Angela Schutt, Welch LLP

Angela Schutt, Welch LLP provided an overview of the Draft 2022 Financial Consolidated Statements, Township, Fire and Library.

Resolution No. 15/05/23

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

BE IT RESOLVED that Council adopt the Draft 2022 Financial Statements prepared by Welch LLP Accountants.

Carried

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

7a Building and Sewage Report – April

Resolution No. 16/05/23

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council accepts this April 2023 Building and Sewage report.
Carried

7b Temporary Use Agreement – 384 Spence Road

Councillor LeGris wondered why this by-law is required when the Township had approved Secondary Dwellings in the Zoning By-Law. Staff replied that the property may not meet the requirements of the secondary dwellings and the existing building is meant to be temporary.

Resolution No. 17/05/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Admaston/Bromley Council approve By-Law 2023-21, being a by-law to authorize the Township to enter into an agreement with Michael and Jerry Enright to permit an existing dwelling to remain onsite while a new dwelling is being constructed.
Carried

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

8a Douglas Recreation Minutes – April 12, 2023

Resolution No. 18/05/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the Douglas Recreation minutes from April 12, 2023.

Carried

8b Bonnechere Valley Recreation Agreement Report

Resolution No. 19/05/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council enter into a Recreation Agreement with the Township of Bonnechere Valley for the years, 2023, 2024 and 2025;

AND BE IT RESOLVED THAT Council direct staff to bring a report back to Council summarizing resident participation in the fall of 2025 so that Council may utilize that information to establish parameters for a new agreement.

Carried

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

9a April Public Works Report

Resolution No. 20/05/23

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED THAT Council accepts Public Works April 2023 report.

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 Financial Statements

Resolution adopting the Financial Statements was completed after they were presented by Welch LLP Accountants.

11b Payment Register – April 2023

Resolution No. 21/05/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council receive the April 2023 Payment Register.

Carried

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

12a Fire Chief's Minutes – March 2023

12b Fire Chief's Minutes – April 2023

Resolution No. 22/05/23

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED THAT Council receive the Fire Committee minutes from the following meetings:

- March 8, 2023
- April 19, 2023

Carried

12c Fire Chief's Report – April 2023

12d Fire Chief's Report – May 2023

Resolution No. 23/05/23

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED THAT Council receive the Fire Chief's report from the following months:

- April 2023
- May 2023

Carried

Fire Chief McHale gave a verbal report and reviewed the ongoing work towards certifications. Also updated Council on the improvements being discussed by the Fire Chiefs for the Central Communications Ambulance Centre (CCAC).

Resolution No. 24/05/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the correspondence from Emergency Management Ontario indicating that the municipality has satisfied all thirteen (13) program elements required under the Emergency Management and Civil Protection Act (EMCPA) for 2022.

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

14a 2023-21 – Temporary Secondary Dwelling

Resolution No. 25/05/23

Moved by Brian Hamilton, seconded by Keith Gourley

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

- 2023-21 – Temporary Dwelling Unit

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 26/05/23

Moved by Angela Field, seconded by Kevin LeGris

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 2023-22 being a by-law to confirm proceedings of Council Meeting

Resolution No. 27/05/23

Moved Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2023-22, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held May 18th, 2023, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 28/05/23

Moved Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that the Thursday, May 18th, 2023, Township of Admaston/Bromley Council meeting be adjourned at 8:35 p.m.

Carried

Mayor

CAO/Clerk