

Township of Admaston/Bromley  
Second Monthly Meeting

Council met for their second monthly meeting on Thursday May 18<sup>th</sup>, 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 MacIsaac.

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 18<sup>th</sup>, 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 4<sup>th</sup>, 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 18<sup>th</sup>, 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 18<sup>th</sup>, 2023, Township of  
Admaston/Bromley Council meeting be adjourned at 8:35 p.m.

Carried

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Mayor

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CAO/Clerk