

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday June 1st, 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, Treasurer-Deputy CAO/Clerk Kelly Coughlin, Public Works Superintendent (Acting) Steve Visinski and Finance Clerk Meagan Jessup. Also present was Audio/Video System Specialist Nate Maclsaac.

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. 01/06/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council approve the Agenda for June 1st, 2023, Regular Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

5a Resolution to adopt Minutes of the Regular Council Meeting May 18th, 2023.

Resolution No. 02/06/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council adopt the following meeting Minutes:

- May 18th, 2023, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

None.

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

None.

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

8a Bonnechere Valley Recreation Agreement By-Law

Resolution No. 03/06/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council adopt By-Law 2023-23 being a by-law to authorize the Mayor and Clerk to execute an Agreement between The Corporation of the

Township of Admaston/Bromley and the Corporation of the Township of Bonnechere Valley to allow access to the programs and facilities of the Township of Bonnechere Valley.

Carried

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

None.

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 Budget Presentation

Treasurer-Deputy CAO/Clerk Coughlin summarized the budget through a presentation to Council.

Mayor Donohue thanked Council members for their input and understood that it is a challenging time.

Mayor Donohue also commended staff as they worked hard to find savings.

A booklet summarizing the presentation will be available on the website once finalized.

Resolution No. 04/06/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the Budget Presentation provided by the Treasurer-Deputy CAO/Clerk as presented this date.

Carried

Resolution No. 05/06/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council adopt By-Law 2023-24 being a by-law to adopt the estimates for the sums required during the year 2023 for general, capital and all purposes of the Township of Admaston/Bromley.

Carried

Resolution No. 06/06/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council adopt By-Law 2023-25 being a by-law to provide for the Adoption of the 2023 Tax Rates and to further provide for penalty and interest in default of payment thereof for 2023.

Carried

11b Final Reserve Balances for 2022

Treasurer-Deputy CAO/Clerk reviewed the reserves and deferred revenue. Council discussed the payment option for the grader and then directed staff to investigate other payment options including the use of reserves, when bringing the report back to Council.

Resolution No. 07/06/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accept the Final Reserves & Deferred Revenue Balances spreadsheet (attached) for the 2022 calendar year as information as submitted and circulated and as presented this date. Carried

11c Allocate 2022 Surplus to Reserves

Treasurer-Deputy CAO/Clerk brought the report to Council, it was noted that another report should be brought forward to Council in Quarter 4 of 2023, with information on the forecast of where we are headed financially.

Resolution No. 08/06/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council direct staff to allocate the 2022-year end surplus to the reserves as follows:

THAT staff allocate \$5,000.00 to the Reserve - Roads Equipment;

THAT staff allocate \$5,000.00 to the Reserve - Roads Vehicle;

THAT staff allocate \$50,000 to the Reserve – Paved Roads;

THAT staff allocate \$63,266 to the Working Fund Reserve.

Carried

11d Meal Allowance Report

The CAO/Clerk brought the report to Council, it was noted that a report should come forward to Council in regard to an Council meal allowance.

Resolution No. 09/06/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT the Council direct staff to amend the Staff Conventions and Seminar Policy and replace the existing daily meal allowance with the current CRA Meal Allowance rates,

AND BE IT FURTHER RESOLVED that the meal allowance rates set out in the Staff Conventions and Seminar Policy be updated automatically each calendar year as CRA sets new Meal Allowance Rates,

AND BE IT FURTHER RESOLVED that Council approve the inclusion of a \$75 voucher for family/friends in lieu of a hotel, in the Staff Conventions and Seminar Policy. Carried

11e Integrity Commissioner’s Annual Report 2022

Resolution No. 10/06/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the Integrity Commissioner’s Annual Report for 2022. Carried

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

None.

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

- 14a** 2023-23 – Bonnechere Valley Recreation Agreement
2023-24 – Adoption of 2023 Budget
2023-25 – Final Tax Rate 2023

Resolution No. 11/06/23

Moved by Brian Hamilton, seconded by Keith Gourley

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

- 2023-23 – Bonnechere Valley Recreational Agreement
- 2023-24 – Adoption of 2023 Budget
- 2023-25 – Final Tax Rate 2023

Carried

Agenda Item 15 – Old Business

- 15a** Action Tracking List

Resolution No. 12/06/23

Moved by 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

- 17a** Osceola Landfill Expansion

As per Section 239 2 (c) – A proposed or pending acquisition or disposition of land by the municipality or local board.

More specifically to discuss the Osceola Landfill.

And

As per Section 239 2 (b) – Personal matters about an identifiable individual, including municipal or local board employees.

More specifically to discuss the Canada Day Awards.

Resolution No. 13/06/23

Moved Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council move into a Closed Session at 8:37 p.m.

As per section 239 2(c) of the Municipal Act – A proposed or pending acquisition or disposition of land by the municipality or local board.

More specifically to discuss the Osceola Landfill Expansion.

And

As per Section 239 2 (b) of the Municipal Act – Personal matters about an identifiable individual, including municipal or local board employees.

More specifically to discuss the Canada Day Awards.

Carried

Audio/Video System Specialist Nate MacIsaac left the council chambers at 8:38 p.m.

Finance Clerk Meagan Jessup left the council chambers at 8:55 p.m.

Council rose from Closed Session at 9:41 pm and had nothing to report.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2023-26 being a by-law to confirm proceedings of Council Meeting

Resolution No. 14/06/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that By-law 2023-26, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held June 1st, 2023, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 15/06/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that the Thursday, June 1st, 2023, Township of Admaston/Bromley Council meeting be adjourned at 9:43 p.m.

Carried

Mayor

CAO/Clerk