

Township of Admaston/Bromley  
Second Monthly Meeting

Council met for their second monthly meeting on Thursday June 15<sup>th</sup>, 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 Clerks Meagan Jessup and Andrea Leclaire. Also present was Audio/Video System Specialist Nate MacIsaac and County of Renfrew Planner Lindsey Bennett-Farquhar.

**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. 16/06/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council approve the Agenda for June 15<sup>th</sup>, 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 June 1<sup>st</sup>, 2023.

**Resolution No. 17/06/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the following meeting Minutes:

- June 1<sup>st</sup>, 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

**7a** Building and Sewage Report – May

**Resolution No. 18/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accepts Building and Sewage Report for May 2023 as information.

Carried

**7b B14/23 Consent Application**

**Resolution No. 19/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B14/23 submitted by Menno & Mary Hoover, so long as requirements of commenting agencies are satisfied.

Carried

**7c B15/23 Consent Application**

**Resolution No. 20/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B15/23 submitted by Menno & Mary Hoover, so long as requirements of commenting agencies are satisfied.

Carried

**7d B07/23 Consent Application**

**Resolution No. 21/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B07/23 submitted by Issac & Lucinda Hoover and Alvin & Rebecca Brubacher, so long as requirements of commenting agencies are satisfied.

Carried

**7e B08/23 Consent Application**

**Resolution No. 22/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B08/23 submitted by Issac & Lucinda Hoover and Alvin & Rebecca Brubacher, so long as requirements of commenting agencies are satisfied.

Carried

**7f B09/23 Consent Application**

**Resolution No. 23/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B09/23 submitted by Issac & Lucinda Hoover and Alvin & Rebecca Brubacher, so long as requirements of commenting agencies are satisfied.

Carried

Mayor Donohue noted that the shape of some of the lots in the consents were not the normal rectangular that is preferred. County Planner Bennett- Farquhar noted that the county does prefer a uniform shape when creating a new lot, however as long as they meet the requirements the County is satisfied.

**7g Temporary Use Agreement - 1324 South McNaughton Road**

**Resolution No. 24/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council approve By-Law 2023-27, being a By-Law to authorize the Township to enter into an agreement with Dennis and Denise Harrison to permit a mobile trailer to remain onsite while an existing dwelling is being renovated. Carried

**7h Bill 97 (Planning Act) Report**

County Planner Bennett-Farquhar noted that the comment period for this bill has been pushed to a date in August 2023 as there were many concerns raised, especially by Farmer Associations. She also noted that there will be more changes to come in the fall and as such the County's Official Plan will have to be updated again.

**Resolution No. 25/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council receive this report on Bill 97, Planning Act;

AND BE IT RESOLVED THAT Council receive the Joint Statement from the Ontario's Farm Leaders on Bill 97 and Proposed Provincial Planning Statement.

Carried

**7i OPA and ZBA – 132 South McNaughton Road**

**Resolution No. 26/06/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council support the Official Plan Amendment application for Phil Donohue and Helen McGregor for 132 South McNaughton Road so long as no concerns were raised at the June 15, 2023 Public Meeting;

AND BE IT RESOLVED THAT Admaston/Bromley Council defer the Zoning By-Law Amendment for 132 South McNaughton Road until the County of Renfrew adopts the Official Plan Amendment for this property.

Carried

County Planner Bennett-Farquhar left the meeting at 7:59 pm.

**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

None.

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

**9a May Public Works Report**

Public Works Superintendent (Acting) congratulated Equipment Operators Mayotte and Schutlz on successfully completing the Grader Training.

**Resolution No. 27/06/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT the Council receive the Public Works May 2023 Report as information. Carried

**9b Sale of 2004 Volvo Grader Report**

**Resolution No. 28/06/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council receive the report on the sale of the 2004 Volvo Grader G740B. Carried

**9c Lynch Road Culvert Report**

Public Works Superintendent (Acting) Visinski reviewed the culverts at this location and work that had been done previously to mitigate the water flow.

**Resolution No. 29/06/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council direct staff to work with the County of Renfrew Public Works and Engineering Department to have the costs identified for a design of the culverts on Lynch Road and to determine the project costs for their replacement.

AND FURTHER THAT staff bring this information back for review and approval. Carried

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

**11a Payment Register – May 2023**

Treasurer-Deputy CAO/Clerk Coughlin reviewed the format presented.

**Resolution No. 30/06/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council approve the Payment Register for May 2023. Carried

**11b Financial Overview Report**

**Resolution No. 31/06/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council accept the May 2023 Year to Date Financial Overview Report (attached) as information as submitted and circulated. Carried

**11c Staff & Council Golf Day Report**

**Resolution No. 32/06/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council approve a golf afternoon with staff and Council available for the 2023 year. Carried

**11d Council Conventions and Seminars Report**

**Resolution No. 33/06/23**

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT the Council adopt By-Law 2023-28, being a by-law to amend by-law 2020-59, being a by-law for the remuneration of the Council of the Township of Admaston/Bromley.

Carried

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

**12a Fire Hall Garage Expansion Report**

**Resolution No. 34/06/23**

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council direct staff to meet with Wren Construction to review the drawings of the Fire Hall Garage Expansion in order to ensure that they can meet the Ministry of Labour recommendations;

AND BE IT RESOLVED THAT Council direct staff to ensure that the Douglas Fire Hall property is registered properly so that it includes the portions of the unopened road allowance that has been surveyed;

AND BE IT FURTHER RESOLVED THAT Council direct staff to issue Requests for Quotes to have the Septic System of the Douglas Fire Hall Garage moved in order that the garage expansion can proceed.

Carried

**Agenda Item 13 – County of Renfrew** – Mayor Michael Donohue

**13a County Council Summary – May 2023**

**Resolution No. 35/06/23**

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the County Council Summary Report dated May 31, 2023.

Carried

**Agenda Item 14 – By-Laws**

- 14a** 2023-27 – Temporary Use By-Law  
2023-28 – Amend Council Remuneration By-Law

**Resolution No. 36/06/23**

Moved by Kevin LeGris, seconded by Angela Field

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

- 2023-27 – Temporary Use By-Law
- 2023-28 – Amend Council Remuneration By-Law

Carried

**Agenda Item 15 – Old Business**

**15a Action Tracking List**

**Resolution No. 37/06/23**

Moved by Kevin LeGris, seconded by Angela Field

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

More specifically to discuss an in-Memoriam Request to the Ma-te-way Activity Centre.

**Resolution No. 38/06/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council move into a Closed Session at 8:38 p.m.

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

More specifically to discuss an in-Memoriam Request to the Ma-te-way Activity Centre.

Carried

Audio/Video System Specialist Nate MacIsaac and Finance Clerks Meagan Jessup and Andrea LeClaire left the council chambers at 8:38 p.m.

***Council rose from Closed Session and had nothing to report.***

**Agenda Item 18 – Confirmatory By-Law**

**18a** By-law 2023-29 being a by-law to confirm proceedings of Council Meeting

**Resolution No. 39/06/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2023-29, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held June 15<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. 40/06/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that the Thursday, June 15<sup>th</sup>, 2023, Township of Admaston/Bromley Council meeting be adjourned at 8:49 p.m.

Carried

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Mayor

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CAO/Clerk