

Township of Admaston/Bromley  
Second Monthly Meeting

Council met for their second monthly meeting on Thursday August 17<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 Clerk Meagan Jessup. Also present was Audio/Video System Specialist Nate MacIsaac and Jacqueline Johnston from FB Connect via zoom.

**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. 19/08/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council approve the Agenda for August 17<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 August 3<sup>rd</sup>, 2023.

**Resolution No. 20/08/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council adopt the following meeting Minutes:

- August 3<sup>rd</sup>, 2023, Regular Council Meeting

Carried

**Agenda Item 6 – Delegations and Guests**

**6a** FB Connect – Jacqueline Johnston – Presentation on Communication Towers.

Jacqueline Johnston from FB Connect presented on behalf of Xplore Communications the current project. The project consists of two towers that are approximately 45' tall resulting in no lighting requirements. The Towers are low visual to reduce visibility impacts. The two towers are required to send and receive communications in a particular area.

Council wondered how the consultation process worked. Ms. Johnston answered that the requirement is 135 m, those residing within 135 m of the base are to be contacted. She advised that the direct contact list addresses were provided by the municipality's planner. Ms. Johnston noted that the information was placed in both the Eganville Leader and the Renfrew Mercury as well. Council also wondered how secure the towers are. Ms. Johnston answered that they are very secure, with anti-climb mechanisms and are built to withstand weather and they do self-collapse for extra protection.

Council thanked FB Connect for the presentation.

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

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

**7b** Building and Sewage Report - July

**Resolution No. 21/08/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accepts Building and Sewage Reports for June and July 2023 as information. Carried

**7c** Concurrence Request for Communication Tower

Councillor LeGris was concerned, not just with this tower but others that have come before Council in the past, should their placement change, do they have a duty to re-issue the public notice. Mayor Donohue felt that there must be some leeway for placement as terrain can offer difficulties.

Councillor Field had the same concern as if this tower before Council tonight moves, it would then have more public notices required.

Staff will confirm the placement of the tower and if further notices are required.

**Resolution No. 22/08/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council direct the Mayor to sign a formal letter of concurrence to FB Connect with a copy to ISED in order to permit FB Connect to move forward with the installation of the proposed communication tower as presented this date.

AND BE IT RESOLVED THAT the Council of the Township of Admaston/Bromley concurs that the proposal by FB Connect to erect a communication tower on lands known as 1578 Foy Road, Renfrew, Ontario, is fully compliant in the Township's opinion, with respect to the stipulated Proponent duties of municipal and public consultation in accordance with the requirements of ISED Canada's default protocol CPC-2-0-03 Issue 5 (July 2014) "Radiocommunication and Broadcasting Antenna Systems", as all Proponent obligations have been satisfactorily addressed. Council is aware that the jurisdiction for approval of the noted facility rests strictly with ISED Canada, and that the Township's role is one of a commenting body to ISED and the Applicant.

AND BE IT FURTHER RESOLVED THAT the Township of Admaston/Bromley has a Site Plan Control By-Law and has requested that FB Connect complete a Site Plan Application for the proposed communications tower to be erected at 1578 Foy Road, Renfrew, Ontario.

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

None.

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

**9a** June and July Public Works Report

**Resolution No. 23/08/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT the Council receive the Public Works June and July 2023 Report as information.

Carried

**9b** Culvert Replacement Report

Culver life expectancy was discussed.

**Resolution No. 24/08/23**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council receive the Culvert Inspection/Replacement report as information as submitted and circulated.

Carried

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

Requests for reconsideration and write offs were discussed and the new Farm Forestry Exemption was explained by Treasurer-Deputy CAO/Clerk.

**11a** July Financial Overview

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

**Resolution No. 25/08/23**

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council accept the July 2023 Year to Date Financial Overview Report as information as submitted and circulated.

Carried

**11b** July Payment Register

**Resolution No. 26/08/23**

Moved by Kevin LeGris, seconded by Angela Field

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

Carried

**11c** Road Transfer Request

Council noted that this is not the first time a request as such has come before Council. There are many of these situations in the Township.

**Resolution No. 27/08/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accept the offer of the transfer of the road so that the estate administration can be completed, however, do not share in any of the costs associated for the transfer of the road, including a survey.

Carried

**11d** Refreshment Vehicle By-Law Amendment Report

**Resolution No. 28/08/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT the Council of the Township of Admaston/Bromley pass by-law 2023-36 to amend By-Law 2021-23 to regulate and license the operation of Refreshment Vehicles in The Township of Admaston/Bromley to include a TSSA Inspection Certificate.

Carried

**11e** Valley Heritage Radio – Bingo – OLG Requirements – Municipal Support

**Resolution No. 29/08/23**

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT the Council of the Township of Admaston/Bromley authorize the Mayor to sign the approval letter supporting Valley Heritage Radio to continue to sell bingo cards and 50/50 tickets (licensed by the Township of Horton) at vendors located in the Township of Admaston/Bromley.

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** 2023-36 – Amend Refreshment Vehicle By-Law

**Resolution No. 30/08/23**

Moved by Angela Field, seconded by Kevin LeGris

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

- 2023-36 – Amend Refreshment Vehicle By-Law

Carried

**Agenda Item 15 – Old Business**

**15a** Action Tracking List

**Resolution No. 31/08/23**

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**

CAO/Clerk Charkavi mentioned that the Township now has a free subscription service on the website, so residents can be made aware when new items are posted on the township’s website (council agendas, calendar events, emergency notifications, etc.)

Councillor Brian Hamilton would also like to see some consideration to sponsor the Taste of the Valley event in Cobden.

**Agenda Item 17 – Closed Session**

**17a Employee Negotiations**

As per Section 239 2 (d) – Labour relations or employee negotiations.

More specifically to discuss the recruitment for the Chief Building Official.

**Resolution No. 32/08/23**

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council move into a Closed Session at 8:45 p.m.

As per Section 239 2 (d) – Labour relations or employee negotiations.

More specifically to discuss the recruitment for the Chief Building Official

Carried

Audio/Video System Specialist Nate MacIsaac, Public Works Superintendent Steve Visinski and Finance Clerk Meagan Jessup left the council chambers at 8:46 p.m.

***Council rose from Closed Session 9:13 pm and had nothing to report.***

*Audio/Video System Specialist Nate MacIsaac returned to the Council Chamber.*

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

**18a By-law 2023-37 being a by-law to confirm proceedings of Council Meeting**

**Resolution No. 33/08/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that By-law 2023-37, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held August 17<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. 34/08/23**

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that the Thursday, August 17<sup>th</sup>, 2023, Township of Admaston/Bromley Council meeting be adjourned at 9:13 p.m.

Carried

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Mayor

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CAO/Clerk