

Township of Admaston/Bromley
Second Monthly Meeting
Thursday, October 19th, 2023 @ 7:30 p.m.

AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
 - 5a Resolution to adopt Minutes of Council Meeting [October 5th, 2023](#)
6. Delegations and Guests
7. **Planning and Economic Development Committee** – Chair Keith Gourley, Committee Member Kevin LeGris
 - 7a [Building and Sewage Report - September](#)
8. **Community Service Committee** – Chair Angela Field, Committee Member Brian Hamilton
 - 8a
9. **Operations Committee** – Chair Brian Hamilton, All of Council
 - 9a [September Public Works Report](#)
10. **Waste Management Committee** – Chair Michael Donohue, All of Council
 - 10a Authorization By-Law
11. **Finance and Administration Committee** – Chair Michael Donohue, All of Council
 - 11a [September Year to Date – Financial Overview Report](#)
 - i [Financial Overview](#)
 - 11b [Payment Register – September 2023](#)
 - 11c [Fence Viewers Report](#)

12. **Protective Services Committee**- Chair Kevin LeGris, Committee Member Angela Field
 - 12a Fire Committee Minutes – June and September 2023
 - 12b Fire Chief's Reports – July to October 2023
13. **County of Renfrew** – Mayor Michael Donohue
 - 13a
14. **By-Laws**
 - 14a 2023-52 – Fence Viewers
2023-53 – CAO/Clerk Authorization By-Law
15. Old Business
 - 15a Action Tracking List
16. New Business
17. **Closed Session**
 - 17a
18. Confirmatory By-Law
 - 18a 2023-54 being a by-law to confirm proceedings of Council Meeting
19. Question Period
20. Adjournment

PLEASE NOTE "Submissions received by the public, either orally or in writing may become part of the public record/package".

Council Information

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday October 5th, 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 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 7:33 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 01/10/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council approve the Agenda for October 5th, 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 September 21st, 2023.

Resolution No. 02/10/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council adopt the following meeting Minutes:

- September 21st, 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 Zoning By-Law Amendment – 132 South McNaughton Road Report

Resolution No. 03/10/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council receive the Official Plan Amendment OPA 41 that was passed at Renfrew County Council on August 30, 2023;

AND BE IT RESOLVED THAT Admaston/Bromley Council adopt By-Law 2023-50, being a by-law to amend the Zoning By-Law 2004-13, for 132 South McNaughton Road. Carried

7b Communications Tower – 428 Stone Road

Resolution No. 04/10/23

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 428 Stone 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 428 Stone Road, Renfrew, Ontario.

Carried

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

8a Douglas Recreation Committee – Girl's Night Out – Special Occasion Permit

Resolution No. 05/10/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT the Council of the Township of Admaston/Bromley grants permission to the Douglas Recreation Committee to hold a refreshment lounge in the Recreation Building on November 10, 2023, in Douglas and that the said event be designated as a community event and conducted for the enjoyment and betterment of the community. 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 Appoint Chief Building Official and Building Inspector Report

Resolution No. 06/10/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council approve By-Law 2023-47 to appoint a Chief Building Official;

AND BE IT RESOLVED THAT Council approve By-Law 2023-48 to appoint a Building Inspector. Carried

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

12a Douglas Lions Club Annual Fishing Derby Exemption – Open Air Burning By-Law

Resolution No. 07/10/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council exempt the Douglas Lions Club from the Open Air Burning By-Law, consolidated, for their Annual Fishing Derby held at the Douglas Beach. Carried

12b Police Service Board Minutes – June 21, 2023

Resolution No. 08/10/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council accept the June 21, 2023, Police Service Board Meeting Minutes as information. Carried

12c Emergency Management Program and Response Plan Report

Resolution No. 09/10/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council adopt By-Law 2023-49, being a By-Law to adopt an Emergency Management Program and an Emergency Response Plan. Carried

12d 2024 Annual Billing Letter to Municipalities

Resolution No. 10/10/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council accept the 2024 Annual Billing Letter to Municipalities as information;

AND BE IT FURTHER RESOLVED THAT Council receive the 2024 Billing Statement for Admaston/Bromley. Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

13a County Council Summary September 2023

Resolution No. 11/10/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council receive the County Council Summary Report from September 2023. Carried

Agenda Item 14 – By-Laws

14a 2023-47 – Appoint CBO
2023-48 – Appoint Building Inspector
2023-49 – Emergency Management Program & Emergency Response Plan
2023-50 – ZBA 132 South McNaughton Road

Resolution No. 12/10/23

Moved by Angela Field, seconded by Kevin LeGris

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

- 2023-47 – Appoint CBO
- 2023-48 – Appoint Building Inspector
- 2023-49 – Emergency Management Program & Emergency Response Plan
- 2023-50 – ZBA 132 South McNaughton Road

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 13/10/23

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

Councillor Hamilton noted that the Taste of the Valley is in Cobden on Saturday October 7, 2023.

Agenda Item 17 – Closed Session

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2023-51 being a by-law to confirm proceedings of Council Meeting

Resolution No. 14/10/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2023-51, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held October 5th, 2023, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 15/10/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that the Thursday, October 5th, 2023, Township of Admaston/Bromley Council meeting be adjourned at 7:57 p.m.

Carried

Mayor

CAO/Clerk

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5

E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: October 19, 2023

To: Council

From: Meagan Jessup

Re: Building and Sewage Report - September

Discussion:

Below is a comparison of the Building Permits from September 2023 and 2022.

September 2023	New Residence Permits	New Residence Permit Values	Other Permits	Other Permit Values	Total Permits	Total Value
Monthly	3	1,240,000.00	5	205,000.00	8	1,445,000.00
Year to Date	14	6,090,000.00	46	3,056,000.00	60	9,146,000.00
September 2022						
Monthly	-	-	6	243,000.00	6	243,000.00
Year to Date	18	7,342,000.00	65	5,129,900.00	83	12,471,900.00

Permit Breakdown Comparison			
	2021	2022	2023 to date
Dwellings	12	18	14
Commercial	-	-	
Agricultural & Farm	5	12	7
Other (Ex. Additions, Porches, Sheds, Decks)	65	59	39
Total Building Permits	82	89	60
Septic Permits	24	30	23
Demolition Permits	-	5	-
Grand Total	103	124	83

Total Monthly Building Permits - Previous Years													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2021	-	-	11	20	7	3	10	9	17	3	1	1	82
2022	-	11	5	11	11	20	14	5	6	3	2	1	89
2023	-	-	11	12	7	5	7	10	8	-	-	-	60

People Consulted:

None.

Recommendation for Council:

BE IT RESOLVED THAT Council accepts this report as information.

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REPORT

Date: October 19, 2023
To: Council
From: Steve Visinski
Re: Public Works September 2023 Report

On a monthly basis the Public Works Superintendent prepares a report to Council with information on road maintenance, remediation works and current and upcoming projects within the Township which occurred during the month. This report is for the month of September.

Township

Recycling for the township was picked up as usual, weekly from the Stone Road Transfer site and bi-weekly at the Douglas Transfer Site by the contractor. The recycling at the Osceola Landfill is normally picked up once per month by the contractor or on a need be basis.

Staff complete and document monthly road inspections to ensure roads are meeting the Minimum Maintenance Standards. Entrance permits and 911 signs have been measured and installed as per requests.

Current Projects

- Traffic Counters have been installed and will continue to monitor.
- Ditching and brushing jobs are in progress.
- Cold patching is ongoing as needed
- Grading of gravel roads will continue when weather permits.
- Maintenance of equipment is ongoing.
- Culvert Replacements are ongoing with all "0" condition culverts replaced as to date.
- Shouldering under the Capital Maintenance Program has been completed on various asphalt roads.
- Winter sand has been put at both Public Works garages.

Upcoming Events

- Maintenance of Equipment will continue, with preparation for snow plow/sanding operations.
- Cold patching will continue as needed.
- Culvert replacements will continue in various locations.
- Replacement of McMahon Road culvert is expected to commence in the month of October/November.

Recommendation for Council:

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

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: October 19, 2023
To: Council
From: Kelly Coughlin
Re: September 2023 YTD Financial Overview

Background: n/a

Discussion:

September was a busier month and the township received funding installments from several ministries. Notable receipts include:

- 1) \$36,387.48 from Aggregate Resources. The township had budgeted to receive \$30,000.00.
- 2) The township received \$16,614.03 in Recycling grant revenue.
- 3) In addition, the township received an instalment of \$96,534.00 in OCIF funding, bringing the year-to-date total revenue to \$482,667.00 of the \$579,200 the township is to receive.

The Building department had another busy month and recorded \$5,918.00 Building permit revenue and \$1,200 revenue from Sewage permits.

During September, the Fire department requested an advance of \$50,000. They recorded \$7220.36 in revenue related to Fire calls.

Financial Implications:

None

People Consulted:

Jennifer Charkavi - CAO/Clerk

Recommendation for Council:

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

September 2023 Financial Overview

	September YTD	Budget
REVENUE		
Taxation	(2,755,934.63)	(2,760,923.00)
Municipal Drains	(38,125.63)	(40,000.00)
OMPF	(330,000.00)	(440,000.00)
OCIF	(482,667.00)	(579,200.00)
Canada Community Building Fund	(48,565.55)	(97,130.00)
Recycling Revenue	(48,250.53)	(63,548.00)
Other Grants	(42,275.50)	(54,200.00)
Waste Management Fees	(20,732.50)	(29,000.00)
Planning Fees	(8,500.00)	(4,500.00)
Roads Revenue	(41,051.16)	(75,000.00)
Other Fees & Charges	(200,833.89)	(81,088.00)
Building Permits	(57,939.00)	(59,000.00)
Capital Lease	-	(189,000.00)
Proceeds f/ debt	-	(477,870.00)
Transfer f/ reserves	-	(384,450.00)
County	(1,417,338.35)	(1,412,246.71)
School Boards	(788,976.58)	(786,848.91)
TOTAL REVENUE as of September 30, 2023	(6,281,190.32)	(7,534,004.62)
EXPENDITURES		
General Government	465,380.79	726,955.00
Council	73,537.82	112,520.00
Building	26,052.32	32,100.00
Police and Health & Safety	297,689.31	400,000.00
Fire Protection Agreements	26,942.64	51,003.00
Fire	291,759.79	482,585.00
Animal Control/ Livestock/ Drains & Planning	3,270.99	9,250.00
Waste Management	249,582.94	306,606.00
Recreation	33,712.48	43,790.00
Library	23,990.00	24,250.00
Drains & Planning	74,060.77	118,300.00
Public Works	1,712,597.84	2,766,550.00
Debt Repayment	233,746.72	261,000.00
Transfer to County	1,085,109.00	1,412,246.71
Transfer to School Boards	586,979.96	786,848.91
TOTAL EXPENDITURES as of September 30, 2023	5,184,413.37	7,534,004.62
SURPLUS / (DEFICIT)	1,096,776.95	-

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
TAXATION			
General Municipal - Taxation	40-10-237	(2,740,999.11)	(2,745,003.00)
General Municipal - Supplementaries	40-20-221	-	-
TOTAL GENERAL MUNICIPAL TAXATION		(2,740,999.11)	(2,745,003.00)
COUNTY & SCHOOL BOARDS TAXATION REVENUE			
County	40-10-227	(1,412,246.69)	(1,412,246.71)
English - Public	40-10-247	(571,376.64)	(571,288.66)
English - Separate	40-10-257	(192,119.56)	(192,119.56)
French - Public	40-10-267	(7,359.82)	(7,359.82)
French - Separate	40-10-277	(16,080.87)	(16,080.87)
RT - Educ Not Directed	40-10-287	-	
COUNTY & SCHOOL BOARDS TAXATION REVENUE		(2,199,183.58)	(2,199,095.62)
SUPPLEMENTALS			
County	40-20-220	(31,567.82)	
General Municipal	40-20-221	(60,749.71)	
English - Public	40-20-222	(11,581.47)	
English - Separate	40-20-223	(768.98)	
Education - Not Directed	40-20-226	(920.35)	
TOTAL SUPPLEMENTALS		(105,588.33)	-
WRITE-OFFS			
County	40-21-220	26,476.16	
General Municipal	40-21-221	51,158.77	
English - Public	40-21-222	9,471.61	
English - Separate	40-21-223	839.15	
Education - Not Directed	40-21-226	920.35	
TOTAL WRITE-OFFS		88,866.04	-
PAYMENTS IN LIEU			
Canada	40-40-220		(710.00)
Ontario	40-40-221		(4,000.00)
Power Dams	40-40-222	(5,001.22)	(5,000.00)
Municipal Enterprises	40-40-223		(3,080.00)
County	40-40-224		(1,240.00)
MNR - Fire Agreement	40-40-225	(343.36)	(330.00)
Hydro One	40-40-227		(1,560.00)
TOTAL PAYMENTS IN LIEU		(5,344.58)	(15,920.00)
TOTAL TAXATION		(4,962,249.56)	(4,960,018.62)
DRAINS			
Tile Drain	40-30-220	(38,125.61)	(30,000.00)
Municipal Drain	40-30-221	(0.02)	(10,000.00)

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
TOTAL DRAINS		(38,125.63)	(40,000.00)
GRANTS			
Ontario Municipal Partnership Fund (OMPF)	40-50-220	(330,000.00)	(440,000.00)
OMPF One-Time Funding	40-50-221		-
Aggregate Resources	40-50-223	(36,387.48)	(30,000.00)
Special Grants	40-50-224		
Livestock Damage	40-50-225	(520.20)	(5,000.00)
Drains Superintendant Grant	40-50-228		(5,000.00)
Student Employment	40-50-229	(5.00)	(5,400.00)
Recycling Grant	40-50-230	(48,250.53)	(63,548.00)
Transfer from Deferred Revenue (Canada Community Building Fund)	40-50-231	(48,565.55)	(97,130.00)
R.I.D.E. Grant	40-50-232	(5,362.82)	(8,800.00)
FCM Asset Management	40-50-235		-
Ontario - One Time Funding	40-50-237		-
ICIP - Northern & Rural Funding	40-50-238		
Modernization 2 - Roads Review	40-50-239		
Modernization 3 - Org Review	40-50-240		
Transfer from Deferred Revenue (OCIF - Formula Component)	40-50-241	(482,667.00)	(579,200.00)
ICIP COVID - Douglas Fire Garage	40-50-242		
OPP - CSPT Grant	40-50-243		
TOTAL GRANTS		(951,758.58)	(1,234,078.00)
FEES & SERVICE CHARGES			
Tax Certificates	40-70-220	(2,850.00)	(3,500.00)
Lottery Licenses	40-70-221	(49.65)	(400.00)
Roads Revenue	40-70-223	(41,051.16)	(75,000.00)
Tipping Fees-Stone Road Site	40-70-224	(1,370.00)	(1,500.00)
Tipping Fees-Osceola Site	40-70-225	(19,362.50)	(27,500.00)
Planning & Zoning	40-70-226	(7,850.00)	(4,000.00)
Septic Usage Permits	40-70-227	(250.00)	(500.00)
Zoning Certificates	40-70-230	(400.00)	
TOTAL FEES & SERVICE CHARGES		(73,183.31)	(112,400.00)
OTHER REVENUE			
Dog Licensing	40-80-220	(2,125.00)	(2,000.00)
Building Permits	40-80-221	(48,339.00)	(50,000.00)
Sewage Permits	40-80-222	(9,600.00)	(9,000.00)
Penalties-Taxes	40-80-223	(16,359.63)	(30,000.00)
Interest Income - Operating Acct	40-80-224	(50,097.42)	(15,000.00)
Miscellaneous	40-80-226	(884.39)	(3,000.00)
Interest - Accounts Receivable	40-80-227	(41.31)	-
Sale of TCA's	40-80-228	(1,100.00)	
Revenue-Surplus	40-80-229	-	-

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Rental	40-80-230	(7,608.94)	(8,500.00)
Recycling	40-80-231	(24.00)	(50.00)
Police Revenue	40-80-232	(3,154.76)	(2,500.00)
Interest Earned - OCIF	40-80-234	(4,553.64)	-
Interest Earned - Gas Tax	40-80-235	(4,770.95)	
Special Occasions	40-80-292		-
Gain/Loss on Disposal of Assets	40-80-295		-
Fire Agreement - NAW			(7,500.00)
Fire - Levy	40-90-220	(95,000.00)	
Fire - Standby Fees	40-90-221	(3,750.00)	
Fire - Investment Income	40-90-222	(1,033.84)	(380.00)
Fire Calls		(7,220.36)	(8,258.00)
Fire - Miscellaneous	40-90-224	(210.00)	
Fire - Surplus / Deficit			
Fire Department Surplus	40-80-296		-
Fire Transfer from Reserves			
Capital Lease - SCBA's			(189,000.00)
Debenture Proceeds	40-80-297		(477,870.00)
TOTAL OTHER REVENUE		(255,873.24)	(803,058.00)
REVENUE FROM RESERVES			
From Working Funds Reserve	40-80-302		(200,000.00)
From Capital Reserve	40-80-305		
From Gas Tax Reserve	40-80-306		
From OCIF Reserve	40-80-307		(57,100.00)
From Fire Hall Road Survey	40-80-308		
From Main Street Revitalization Reserve	40-80-310		
From Police Service Board Reserve	40-80-311		
From Road Revenue	40-80-312		
From 1x Funding Reserves			(107,350.00)
From Modernization Reserve	40-80-313		
From Fire Reserve - Equipment			(20,000.00)
From Cannabis Reserve	40-80-314		
From Safe Restart Reserve	40-80-315		
TOTAL REVENUE FROM RESERVES		-	(384,450.00)
TOTAL REVENUES		(6,281,190.32)	(7,534,004.62)
ADMINISTRATION COSTS			
General Employment Costs			
Wages - General Admin	50-10-101	258,519.48	328,910.00
Transfer to PW (50% Admin wages)	50-10-102		(30,500.00)
Taxable Benefits - General Admin	50-10-108		-
Income Tax - General Admin	50-10-111		
CPP - General Admin	50-10-112	14,172.99	13,380.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
El - General Admin	50-10-113	5,647.95	5,220.00
Group Insurance - General Admin	50-10-114	29,596.74	38,860.00
OMERS - General Admin	50-10-115	22,234.89	34,640.00
WSIB - General Admin	50-10-118	8,658.31	10,650.00
EHT - General Admin	50-10-119	5,163.25	6,415.00
Provisional Pay Review	50-10-120		-
Total General Employment Costs		343,993.61	407,575.00
Utilities			
Telephone - Stone Rd	50-10-221	1,492.51	2,000.00
Fax	50-10-222	911.24	1,000.00
Furnace Fuel - Stone Road	50-10-223	822.95	3,500.00
Internet	50-10-224	1,827.75	1,200.00
Telephone - Barr Line	50-10-225	345.70	1,000.00
Furnace Fuel - Barr Line	50-10-226	3,134.00	2,300.00
Hydro - Stone Road	50-10-231	2,902.93	3,750.00
Hydro - Barr Line	50-10-232	935.64	2,400.00
Hydro - Osceola Building	50-10-234	221.25	450.00
Total Utilities		12,593.97	17,600.00
Office Expense			
Office Supplies	50-10-241	9,010.83	9,000.00
Postage	50-10-242	4,235.04	3,500.00
Postage Meter	50-10-243	2,061.42	5,000.00
Photo Copier	50-10-244	2,107.35	2,700.00
Total Office Expense		17,414.64	20,200.00
Building Maintenance			
Building - Capital	50-10-251		-
Security System	50-10-252	152.64	160.00
Supplies - Stone Road	50-10-253	246.81	2,000.00
Building - Stone Road	50-10-254	3,168.83	5,500.00
Building - Barr Line	50-10-257	20.34	1,000.00
Cleaning - Barr Line	50-10-258	3,498.07	4,610.00
Supplies - Barr Line	50-10-259	317.08	500.00
Office Equipment & Furniture	50-10-255		1,000.00
Accessibility Compliance	50-10-256		1,000.00
Water Testing - Barr Line	50-10-263	82.85	600.00
Water Testing - Stone Road	50-10-264	82.85	600.00
Cleaning - Stone Road	50-10-269	3,925.23	4,610.00
Total Building Maintenance		11,494.70	21,580.00
Training & Development			
Training	50-10-273	4,837.49	3,500.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Information Technology	50-10-280	13,140.66	13,000.00
Municipal Website	50-10-281	1,239.39	2,500.00
Laptops	50-10-282		-
Staff Conventions	50-10-271	4,017.27	8,500.00
Total Training & Development		23,234.81	27,500.00
General Overhead			
Legal - General	50-10-261	6,239.76	3,000.00
General Mileage	50-10-272	2,795.90	3,000.00
Financial Expense	50-10-290	1,331.25	10,000.00
PSAB Compliance	50-10-291		-
Interest	50-10-292		-
Election	50-10-300	175.00	
Admin - Capital	50-10-301	6,230.14	127,500.00
Advertising	50-10-320	2,831.31	4,000.00
Clearing Acct	50-10-321	0.26	
Penny Rounding	50-10-322	0.02	
Association	50-10-330	3,856.24	3,500.00
Audit	50-10-350	264.00	24,000.00
Awards	50-10-359		2,000.00
Petty Cash	50-10-360	107.00	1,000.00
Insurance	50-10-370	21,775.60	11,500.00
Donations & Grants	50-10-380	5,505.71	6,500.00
Miscellaneous	50-10-391	3,132.90	3,500.00
Special Occasions	50-10-392	2,401.08	3,000.00
Total General Overhead		56,646.17	202,500.00
Taxation Expense			
Tax Write-Off - Municipal	50-10-430	2.89	
Tax Registration Costs	50-10-440	-	-
Total Taxation Expense		2.89	-
Contributions to Reserves			
To Capital from Road Revenue	50-10-401		30,000.00
Contribution to Reserves	50-10-490		-
Total Contributions to Reserves		-	30,000.00
TOTAL ADMINISTRATION COSTS		465,380.79	726,955.00
COUNCIL			
Wages - Council	50-20-101	58,221.13	79,670.00
Income Tax - Council	50-20-111		-
CPP - Council	50-20-112	2,723.00	3,700.00
Group Insurance - Council	50-20-114	3,540.60	5,000.00
EHT - Council	50-20-119	1,142.01	1,550.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Council Conventions	50-20-221	1,567.68	3,000.00
Council Mileage & Expenses	50-20-222	3,519.56	9,000.00
Council Laptops	50-20-223		-
A/V System-Council Chambers	50-40-232	2,823.84	3,600.00
NEW Transfer to Reserve - Election			7,000.00
TOTAL COUNCIL		73,537.82	112,520.00
BUILDING & SEWAGE			
Building Wages	50-40-101	12,727.91	18,810.00
Septic Wages	50-40-102	7,350.00	4,000.00
Income Tax - Building	50-40-111		-
EI - Building	50-40-113	459.04	430.00
Group Insurance - Building	50-40-114	3,627.88	6,375.00
WSIB - Building	50-40-118	657.91	615.00
EHT - Building	50-40-119	392.35	370.00
Building - Supplies	50-40-230	837.23	1,500.00
TOTAL BUILDING & SEWAGE		26,052.32	32,100.00
PROTECTION			
Policing			
Police Contract	50-30-220	285,038.27	380,330.00
R.I.D.E. Duty	50-30-224	6,511.86	7,000.00
Total Policing		291,550.13	387,330.00
Police Services Board			
Wages - PSB	50-30-201	471.23	1,470.00
Committee Pay - PSB	50-30-202	400.00	1,100.00
PSB Mileage & Expenses	50-30-217	1,706.64	2,100.00
Total Police Services Board		2,577.87	4,670.00
Health & Safety			
By-Law Enforcement	50-30-222	2,285.23	2,000.00
Emergency Plan	50-30-223	597.84	3,000.00
Health and Safety Inspections	50-30-225	678.24	3,000.00
Total Health & Safety		3,561.31	8,000.00
TOTAL POLICE & HEALTH & SAFETY		297,689.31	400,000.00
Fire Protection Agreements			
Fire - Renfrew Agreement	50-30-231	14,140.00	36,000.00
Fire - Greater Madawaska	50-30-232	4,802.64	4,803.00
Fire - Whitewater Region	50-30-233	8,000.00	8,000.00
Douglas Fire Garage Project	50-30-237		-
Call Taking/Alerting	50-30-240		2,200.00
TOTAL FIRE PROTECTION AGREEMENTS		26,942.64	51,003.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Fire Employment Costs			
Fire Wages	50-30-122	80,627.14	110,000.00
Fire Support Wages (50-30-101)	50-30-123		1,500.00
CPP	50-30-125		20.00
EI	50-30-126		110.00
WSIB - Fire	50-30-118	6,750.00	9,000.00
WSIB	50-30-128		
EHT	50-30-129		1,800.00
Total Employment Costs		87,377.14	122,430.00
Overhead			
Prevention	50-30-131	3,339.94	5,100.00
Insurance	50-30-117	20,154.45	17,920.00
Licenses	50-30-135	573.26	520.00
Grounds & Building	50-30-136	1,392.13	3,000.00
Clothing	50-30-127		-
Total Overhead		25,459.78	26,540.00
Vehicle Costs			
Fuel	50-30-141	2,376.05	6,000.00
Equipment Maintenance	50-30-142	7,730.96	10,900.00
Vehicle Maintenance	50-30-143	8,188.04	13,800.00
Mileage	50-30-144		3,000.00
Dry Hydrant	50-30-147		
Mileage			
NEWTransfer to Reserves - Vehicles			25,000.00
NEWTransfer to Reserves - New Fire Hall			-
Total Vehicle Costs		18,295.05	58,700.00
Fire Capital			
Fire Capital	50-30-230	19,843.24	
Equipment NEW	50-30-145	20,790.01	39,200.00
SCBA's			189,000.00
Total Capital Costs		40,633.25	228,200.00
Utilities			
Hydro	50-30-151	926.82	3,000.00
Heat	50-30-152	7,074.29	10,500.00
Propane Generator	50-30-153	486.88	
Total Utility Costs		8,487.99	13,500.00
Miscellaneous			
Fire Fighters Certification Course Costs	50-30-162		5,000.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Office & Supply	50-30-161		1,000.00
Food	50-30-162	326.85	1,000.00
Christmas Dinner	50-30-163		1,500.00
HST	50-30-164	5,547.84	-
Health & Safety	50-30-170	7,101.03	11,700.00
Mutual Aid	50-30-171	100.00	125.00
Hall Supplies	50-30-172		100.00
Equipment Rental	50-30-173		2,000.00
Extrication	50-30-174		2,500.00
Fire - Douglas Advance	50-30-234	95,000.00	
Due to Townshio	50-30-175		
Total Miscellaneous		108,075.72	24,925.00
Communications			
Telephone	50-30-181	3,430.86	5,900.00
Dispatch	50-30-182		650.00
Internet	50-30-183		540.00
Fluent MS	50-30-184		1,200.00
Total Communication		3,430.86	8,290.00
TOTAL FIRE PROTECTION		291,759.79	482,585.00
ANIMAL CONTROL			
Canine Control			
Canine Control	50-50-220	1,732.00	2,500.00
Dog Tags & Books	50-50-241	207.07	250.00
Census Taker	50-50-243		150.00
Total Canine Control		1,939.07	2,900.00
Livestock			
Livestock Compensation	50-50-231	520.20	5,000.00
Livestock Valuer	50-50-232	102.24	500.00
Agriculture Veterinary Unit	50-50-233	709.48	750.00
Fence Viewers	50-50-234		100.00
Total Livestock		1,331.92	6,350.00
TOTAL ANIMAL CONTROL		3,270.99	9,250.00
WASTE MANAGEMENT			
Waste Employment Costs			
Wages - Waste Management	50-60-101	41,835.63	56,010.00
Income Tax - Waste Management	50-60-111		
CPP - Waste Management	50-60-112	1,914.76	2,500.00
EI - Waste Management	50-60-113	954.56	1,280.00
OMERS - Waste Management	50-60-115	1,707.90	2,296.00
WSIB - Waste Management	50-60-118	1,368.02	1,830.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
EHT - Waste Management	50-60-119	815.78	1,090.00
Total Waste Employment Costs		48,596.65	65,006.00
Landfill Operations			
Mtce-Stone Rd Transfer Station	50-60-231	28,162.08	42,000.00
International Compactor	50-60-262		-
Mtce-Douglas Transfer Station	50-60-232	15,505.27	26,000.00
Western Star Compactor	50-60-261		-
Mtce-Osceola Landfill Site	50-60-233	58,874.76	56,000.00
Osceola Landfill Site-Hydro	50-60-235	415.14	600.00
Osceola Landfill Expansion	50-60-236	45,214.44	50,000.00
Waste - Interest	50-60-238		-
Stone Road Building	50-60-237	27.39	
Osceola Landfill - Legal	50-60-239	508.80	
Total Landfill Operations		148,707.88	174,600.00
Recycling			
Rec-Stone Rd Transfer Station	50-60-241	12,733.68	20,000.00
Rec-Douglas & Osceola Sites	50-60-242	9,151.84	14,000.00
Total Recycling		21,885.52	34,000.00
Well Testing & Reports			
Well-Stone Rd Transfer Station	50-60-251	6,545.67	12,000.00
Well-Douglas & Osceola Sites	50-60-252	23,847.22	21,000.00
Total Well Testing & Reports		30,392.89	33,000.00
TOTAL WASTE MANAGEMENT		249,582.94	306,606.00
RECREATION and LIBRARY			
Recreation Employment Costs			
Wages - Library	50-70-101		-
Wages - Recreation	50-70-102		
Income Tax - Recreation	50-70-111		-
CPP - Recreation	50-70-112		-
EI - Recreation	50-70-113		-
OMERS - Lib	50-70-115		
WSIB - Recreation	50-70-118		-
EHT - Recreation	50-70-119	-	-
Total Recreation Employment Costs		-	-
Recreation Expenses			
Douglas Recreation	50-70-221		6,000.00
ARC Recreation	50-70-222	215.46	4,000.00
Recreation User Fees	50-70-223	26,100.00	28,300.00
Northcote Community Centre	50-70-224		1,650.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Water Testing - Douglas Complex	50-70-226	82.85	500.00
Recreation Insurance	50-70-240	7,314.17	3,340.00
Total Recreation Expenses		33,712.48	43,790.00
Library Expenses			
Renfrew Library User Fees	50-70-231	240.00	500.00
Bromley St. Michael Library	50-70-232	23,750.00	23,750.00
Total Library Expenses		23,990.00	24,250.00
TOTAL RECREATION		57,702.48	68,040.00
DRAINS & PLANNING			
Municipal Drain Maintenance	50-80-220	6,573.94	25,000.00
Tile Drainage	50-80-230	30,949.99	30,000.00
Drainage Superintendent	50-80-250	200.00	1,000.00
Planning Fees	50-80-260	3,265.65	7,000.00
Economic Development	50-80-270	32,899.32	35,800.00
Asset Management Review	50-80-281	171.87	15,000.00
Main Street Revitalization	50-80-283		-
Cannabis Study - ICB	50-80-284		4,500.00
Pub Works Structural Review	50-80-285		-
Structural Review	50-80-286		-
TOTAL DRAINS & PLANNING		74,060.77	118,300.00
ROADS OVERHEAD	60-10-001		
Advertising		689.19	2,500.00
Associations		1,192.24	1,000.00
Conventions			-
Training		5,376.62	9,500.00
Financial Expense		25.00	-
Telephone		1,690.29	3,000.00
Cell Phone		1,549.59	1,700.00
Radios		3,150.34	6,000.00
Munic. Drain Maintenance			-
Hydro		3,403.12	6,000.00
Security			-
Garage Maintenance		12,985.95	10,000.00
Garage Equipment/Supplies		2,279.70	8,000.00
Garage Energy Audit			-
Furnace		14,634.12	20,000.00
Insurance		49,009.35	40,000.00
Interest on 5 yr Loan & IO Loan			-
Miscellaneous			1,000.00
Licensing (Pit/HWIN)		1,162.00	1,500.00
Safety Boots		428.65	1,750.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Safety Equipment		445.23	3,500.00
Secretarial Wages and Deductions			30,500.00
Supervision		65,654.36	80,000.00
Inspections		13,750.90	12,000.00
Technology			6,500.00
On Call Phone and Wages		15,195.82	14,300.00
NEW Transfer to Reserves - Roads Equipment			5,000.00
NEW Transfer to Reserves - Roads Vehicle			5,000.00
NEW Transfer to Reserves - Paved Roads			-
Total Roads Overhead		192,622.47	268,750.00
ROADS MAINTENANCE	60-10-002		
Roadside Maintenance			
Brushing		22,190.37	20,000.00
Culvert Maintenance		17,455.97	15,000.00
Ditching		14,208.65	40,000.00
Flood Control		7,401.41	10,000.00
Grass & Weeds		18,598.68	20,000.00
Catch Basin			3,000.00
Snow Fencing		352.92	1,500.00
Subtotal: Roadside Maintenance		80,208.00	109,500.00
Hard Top			
Cold Patching		93,435.06	75,000.00
Subtotal: Hard Top		93,435.06	75,000.00
Loose Top			
Dust Control		48,341.11	60,000.00
Grading		59,792.23	60,000.00
Gravel Resurfacing		143,126.10	150,000.00
Patching & Washouts		15,603.52	20,000.00
Subtotal: Loose Top		266,862.96	290,000.00
Winter Control			
Sanding		132,795.25	200,000.00
Snow Plowing		177,434.12	160,000.00
NEW Winter Control Contingency to Reserves			20,000.00
Subtotal: Winter Control		310,229.37	380,000.00
Traffic			
Signs		10,549.57	8,000.00
Civic Signs		1,911.98	1,000.00
Centre Line Marking		6,629.96	7,500.00
Guide Rails		2,346.84	2,000.00

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Street Lights-Hydro & Maint.		2,699.65	3,500.00
Street Maintenance		10,698.27	10,000.00
Subtotal: Traffic		34,836.27	32,000.00
Total Roads Maintenance		785,571.66	886,500.00
EQUIPMENT	60-10-003		
V34		13,478.04	17,000.00
V36		5,394.01	8,000.00
V39 1 Ton		13,125.35	15,000.00
Total Equipment		31,997.40	40,000.00
Other Roads Capital	60-10-004		
Traffic Counters			
Tandem Truck			
Equipment Shed			
Grader (replace V27)			500,000.00
Garage Roof (Stone Road & Cobden Road)			
Golf Course Road - Horton Agreement			
Total Roads Capital		-	500,000.00
Roads Capital (Construction funded by Gas Tax, OCIF, ICIP)	60-10-005		
Campbell Line			
South Other Portion - Rowan to Dunfield			
South McNaughton Road - OCIF			
South McNaughton Road - Bonnechere to Butler			
McPeak Line			
Construction as per Capital Budget			
Capital Maintenance Program			
South McNaughton - Butler to Bonnechere - Various Works		128,944.30	150,000.00
South McNaughton Culverts		5,718.64	10,000.00
Lynch Road - 1		194,711.93	235,000.00
Lynch Road - 2		849.62	8,000.00
Lynch Road - 3		183.41	16,000.00
Lynch Road - Culvert			140,000.00
Culhane Road - Surface Treatment Work		230,215.53	315,000.00
Cheese Factory Road- Return to Gravel		1,826.80	12,300.00
Capital Maintenance Program		60,214.18	100,000.00
Total Roads Capital Program		622,664.41	986,300.00
Remediation work			
South McNaughton			

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
Barr Line			
Lynch Road			
Colton Road			
Culhane Road			
McPeak Line			
English Road			
Swamp Road			
Kunopaski Road			
Gauthier Road			
Lynch Road			
Briscoe Road			
Desmond Road			
McGuinty Road			
Spence Line			
Stoqua Creek Road			
Dunmore Road			
Gallagher Road			
2023 Culvert Replacement Program **NEW**		17,876.44	35,900.00
South McNaughton Remediation		12,141.10	6,200.00
Lynch Road - 1 Remediation		31,204.51	15,700.00
Lynch Road - 2 Remediation			750.00
Lynch Road - 3 Remediation		11,711.79	16,300.00
Culhane Road - Remediation		6,808.06	7,500.00
Cheese Factory Road- Remediation			2,650.00
Total Remediation		79,741.90	85,000.00
Debt Repayment	60-10-004		
5 Year Loan IO		25,743.84	52,000.00
10 Year Loan IO		102,780.98	103,000.00
20 Year Loan IO		105,221.90	106,000.00
Total Debt Repayment		233,746.72	261,000.00
2019 Spring Flood Event	60-10-006	-	-
COVID-19	60-10-007	-	-
Extraordinary Expense - Insurance	60-10-008	-	-
Total ROADS		1,946,344.56	3,027,550.00
Transfer to County & School Boards			
County - Taxation	50-90-220	1,085,109.00	1,412,246.71
English Public - Taxation	50-90-230	424,158.83	571,288.66
English Separate - Taxation	50-90-240	144,286.78	192,119.56

FINANCIAL OVERVIEW - SEPTEMBER 2023

		YTD September 2023	2023 Budget
French Public - Taxation	50-90-250	5,862.91	7,359.82
French Separate - Taxation	50-90-260	12,671.44	16,080.87
TOTAL TRANSFER TO COUNTY & SCHOOL BOARDS		1,672,088.96	2,199,095.62
TOTAL EXPENDITURES		5,184,413.37	7,534,004.62
SURPLUS (DEFICIT)		1,096,776.95	-

FINAL CAPITAL BUDGET - 2023

DEPARTMENT / ITEM	YTD September 2023	2023 BUDGET	FUNDING								Total
			Reserves	Fire Levy	Taxation	Sale Proceeds	Capital Lease	Debt	OCIF	CCBF	
ADMINISTRATION											
New Phone System	5,795.24	9,000.00	9,000.00								9,000.00
IT Disaster Recovery Plan	-	4,000.00	4,000.00								4,000.00
Email Security	-	4,000.00			4,000.00						4,000.00
Accounting Software	-	109,000.00	94,350.00		14,650.00						109,000.00
Strategic Plan	-	1,500.00			1,500.00						1,500.00
TOTAL ADMIN	5,795.24	127,500.00	107,350.00	-	20,150.00	-	-	-	-	-	127,500.00
FIRE											
Fire Suits (2)	-	8,000.00		8,000.00							8,000.00
Boots (3) pair	-	2,500.00		2,500.00							2,500.00
Hoses	-	1,000.00		1,000.00							1,000.00
Nozzles 1 1/2"	-	1,000.00		1,000.00							1,000.00
Helmets (8)	-	2,400.00		2,400.00							2,400.00
Booster Pack	-	400.00		400.00							400.00
Power Tools	-	1,500.00		1,500.00							1,500.00
Hose Bags (6)	-	2,400.00		2,400.00							2,400.00
Forceable Entry Tool	-	10,000.00	10,000.00								10,000.00
Generator	-	10,000.00		10,000.00							10,000.00
SCBA's	-	189,000.00					189,000.00				189,000.00
TOTAL FIRE	-	228,200.00	10,000.00	29,200.00	-	-	189,000.00	-	-	-	228,200.00
ROADS											
Vehicles											
Grader (Replace V27)	-	500,000.00				75,000.00		425,000.00			500,000.00
Sub-Total Roads Equipment	-	500,000.00	-	-	-	75,000.00	-	425,000.00	-	-	500,000.00
Road Construction / Rehabilitation											
South McNaughton - Butler to Bonnechere - Various 1	##### ####	150,000.00						52,870.00		97,130.00	150,000.00
South McNaughton Culverts	5,718.64	10,000.00							10,000.00		10,000.00
Lynch Road - 1	##	235,000.00							235,000.00		235,000.00
Lynch Road - 2	849.62	8,000.00							8,000.00		8,000.00
Lynch Road - 3	183.41	16,000.00							16,000.00		16,000.00
Lynch Road - Culvert	-	140,000.00							140,000.00		140,000.00
Culhane Road - Surface Treatment Work	##	315,000.00	100,000.00						215,000.00		315,000.00
Cheese Factory Road- Return to Gravel	1,826.80	12,300.00							12,300.00		12,300.00
Capital Maintenace Program	60,214.18	100,000.00	100,000.00								100,000.00
Total Roads Construction / Rehabilitation	622,664.41	986,300.00	200,000.00	-	-	-	-	52,870.00	636,300.00	97,130.00	986,300.00
Remdiation / Culvert Maintenance Program											
South McNaughton Remediation	12,141.10	6,200.00			6,200.00						6,200.00
Lynch Road - 1 Remediation	31,204.51	15,700.00			15,700.00						15,700.00
Lynch Road - 2 Remediation	-	750.00			750.00						750.00
Lynch Road - 3 Remediation	11,711.79	16,300.00			16,300.00						16,300.00
Culhane Road - Remediation	6,808.06	7,500.00			7,500.00						7,500.00
Cheese Factory Road- Remediation	-	2,650.00			2,650.00						2,650.00
NEW Culvert Replacement Program	17,876.44	35,900.00			35,900.00						35,900.00
Total Remediation / Culvert Maintenance Program	79,741.90	85,000.00	-	-	85,000.00	-	-	-	-	-	85,000.00
TOTAL ROADS	702,406.31	1,571,300.00	200,000.00	-	85,000.00	75,000.00	-	477,870.00	636,300.00	97,130.00	1,571,300.00
DEBT REPAYMENT											
5 Year Loan IO	25,743.84	52,000.00			52,000.00						52,000.00
10 Year Loan IO	102,780.98	103,000.00			103,000.00						103,000.00
20 Year Loan IO	105,221.90	106,000.00			106,000.00						106,000.00
TOTAL DEBT REPAYMENT LIMIT	233,746.72	261,000.00	-	-	261,000.00	-	-	-	-	-	261,000.00
TOTAL CAPITAL BUDGET	941,948.27	2,188,000.00	317,350.00	29,200.00	366,150.00	75,000.00	189,000.00	477,870.00	636,300.00	97,130.00	2,188,000.00

Payment Register September 2023

25817	TOWNSHIP OF ADMASTON/BROMLE	9/07/23	4,269.35	Pil. Final Billing
25818	BANK OF MONTREAL	9/07/23	774.05	
25819	KAREN ARMSTRONG	9/07/23	20.00	
25820	BARRON DISPOSAL SYSTEMS INC	9/07/23	565.00	
25821	BEARCOM CANADA CORP	9/07/23	203.40	
25822	BELL CANADA	9/07/23	93.28	
25823	CAVANAGH CONSTRUCTION LTD	9/07/23	1,847.36	Cap - Lynch 1
25824	CENTRAL SQUARE TECHNOLOGIES	9/07/23	228.83	
25825	BANK OF MONTREAL	9/07/23	260.96	
25826	SHIRLEY GRAHAM	9/07/23	20.00	
25827	GREENWOOD PAVING PEMBROKE L	9/07/23	485,053.08	Capital-Roads
25828	HYDRO ONE	9/07/23	1,587.08	
25829	BANK OF MONTREAL	9/07/23	477.10	
25830	BANK OF MONTREAL	9/07/23	1,037.07	
25831	LECLAIRE ANDREA	9/07/23	108.12	
25832	LOCAL AUTHORITY SERVICES LTD	9/07/23	1,326.23	V41 Repairs & Office
25833	1172264 ONTARIO INC	9/07/23	1,553.77	August Recycling
25834	MCNISH, BRIAN	9/07/23	159.23	
25835	MEAGAN JESSUP	9/07/23	75.34	
25836	NESTOR IT SERVICES	9/07/23	702.23	
25837	RENFREW HOME HARDWARE	9/07/23	13.55	
25838	RENFREW COUNTY REGIONAL FAIR	9/07/23	100.00	
25839	SCOTT & SONS HARDWARE	9/07/23	216.25	
25840	BANK OF MONTREAL	9/07/23	99.60	
25841	ULTRAMAR	9/07/23	173.15	
25842	W.O. STINSON & SON LTD.	9/07/23	1,455.00	
25843	XPLORNET	9/07/23	106.21	
25844	BENSON AUTO PARTS	9/14/23	92.02	
25845	BUSKE OFFICE EQUIPMENT	9/14/23	148.17	
25846	CAVANAGH CONSTRUCTION LTD	9/14/23	14,046.93	Capital - Lynch 1
25847	COMBETEK MULTIMEDIA	9/14/23	741.56	
25848	CONSEIL SCOLAIRE CATHOLIQUE	9/14/23	3,409.44	Q3 Levy
25849	CONSEIL DES ECOLES PUBLIQUE	9/14/23	1,496.91	Q3 Levy
25850	COUNTY OF RENFREW	9/14/23	361,703.00	Q3 Levy
25851	DEDO, BRIAN	9/14/23	4,407.00	Sep-23
25852	DOUGLAS FIRE DEPARTMENT	9/14/23	50,000.00	Levy
25853	EMTERRA ENVIRONMENTAL	9/14/23	994.85	
25854	IDEAL PIPE	9/14/23	6,873.19	Culvert Maintance
25855	MCCREA EXCAVATING LTD	9/14/23	3,514.30	Capital - South McN
25856	OTTAWA VALLEY OXYGEN LTD	9/14/23	76.84	
25857	RENFREW HOME HARDWARE	9/14/23	184.10	
25858	RENFREW COUNTY PUBLIC	9/14/23	147,129.83	Q3 Levy
25859	RENFREW COUNTY CATHOLIC	9/14/23	47,832.78	Q3 Levy
25860	RIVERVIEW METAL WORKS	9/14/23	4,445.87	
25861	TF CUSTOM SIGNS & GRAPHICS	9/14/23	56.50	
25862	TRILLIUM PAVEMENT MARKING	9/14/23	6,035.59	Center Line
25863	BELL MOBILITY INC	9/21/23	62.72	
25864	BELL CANADA	9/21/23	477.40	
25865	BROMLEY FARM SUPPLY	9/21/23	734.50	V29-Repairs
25866	COUNTY OF RENFREW	9/21/23	946.14	Planning Fees
25867	CUNNINGHAM SWAN	9/21/23	1,175.20	Legal Fees - Employment
25868	EMTERRA ENVIRONMENTAL	9/21/23	4,661.78	August Recycling
25869	Catherine McManus	9/21/23	20.00	
25870	NESTOR IT SERVICES	9/21/23	450.54	IT Services
25871	NORLOCK OPERATIONS	9/21/23	100.00	
25872	MINISTRY OF FINANCE	9/21/23	31,694.00	September Policing
25873	TELUS	9/21/23	100.85	
25874	PETER WHELAN	9/21/23	901.46	Reimbursement TX pmt
25875	AALTO TECHNOLOGIES	9/27/23	124.02	

25876	ADMASTON/BROMLEY	9/27/23	11,750.00	Final Installment
25877	ANTRIM WESTERN STAR INC	9/27/23	6,500.92	V28 Repairs
25878	SSQ FINANCIAL GROUP	9/27/23	81.65	
25879	BENSON AUTO PARTS	9/27/23	24.68	
25880	BROMLEY FARM SUPPLY	9/27/23	48.03	
25881	CAMBIUM INC	9/27/23	1,412.50	Osceola Landfill Exp
25882	CAVANAGH CONSTRUCTION LTD	9/27/23	55,696.89	Capital Maint. Program
25883	CENTRAL SQUARE TECHNOLOGIES	9/27/23	228.83	
25884	COUNTY OF RENFREW	9/27/23	946.14	Planning Fees
25885	DELTA POWER EQUIPMENT	9/27/23	185.00	
25886	BRIAN HAMILTON	9/27/23	694.69	
25887	VALERIE HELFERTY	9/27/23	20.00	
25888	K+S WINDSOR SALT LTD.	9/27/23	32,179.84	Winter Salt
25889	KEVIN LEGRIS	9/27/23	164.56	
25890	LOCAL AUTHORITY SERVICES LTD	9/27/23	86.97	
25891	MANUFACTURERS LIFE INSURANCE	9/27/23	8,020.22	October Remittance
25892	BOB MCBRIDE	9/27/23	20.00	
25893	Ministry of Finance	9/27/23	1,507.24	EHT - September
25894	BANK OF MONTREAL	9/27/23	779.52	
25895	OLMSTEADS HOME HARDWARE	9/27/23	22.58	
25896	OMERS	9/27/23	11,204.30	September Remittance
25897	OTTAWA VALLEY OXYGEN LTD	9/27/23	284.76	
25898	PETRO-CANADA FUELS INC	9/27/23	3,141.18	
25899	RECEIVER GENERAL	9/27/23	20,104.40	September Remittance
25900	THE ROYAL CANADIAN LEGION	9/27/23	395.00	
25901	WHITEWATER REGION, TOWNSHIP	9/27/23	8,000.00	
25902	WORKPLACE SAFETY	9/27/23	9,364.93	Q3 Remittance
25903	LOCAL AUTHORITY SERVICES LTD	9/28/23	252.02	

Total: 1,370,279.58

Total for AP: 1,370,279.58

**Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5**

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: October 19, 2023
To: Council
From: Jennifer Charkavi
Re: Fence Viewers

It has come to our attention that the Fence Viewers by-law has not been updated to reflect the CRA mileage rate. This by-law is to correct that.

Recommendation for Council:

BE IT RESOLVED THAT Council approve By-Law 2023-52, being a by-law to appoint Fence Viewers.

TOWNSHIP OF ADMASTON/BROMLEY

DOUGLAS FIRE COMMITTEE

MINUTES

Wednesday June 14, 2023

At 7:00 p.m.

Present were Chair Kevin LeGris and Committee Members Nathan Harris, Ken Keill, Harry Stuart, Fire Chief Bill McHale and Deputy Fire Chief Patrick Donohue. Regrets Daryl Thom.

- 1 Chair Kevin LeGris called the meeting to order at 7:00 p.m.
- 2 Declaration of Pecuniary Interest – None
- 3 Approval of Agenda
Moved by Nathan Harris and seconded by Ken Keill

BE IT RESOLVED that the agenda for the June 14, 2023 meeting of the Douglas Fire Committee

Be approved.

“Carried”

- 4 Approval of Minutes of May 10, 2023 meeting
Moved by Ken Keill and seconded by Nathan Harris

BE IT RESOLVED that the minutes of the May 10, 2023 meeting be approved as read.

“Carried”

- 5 Old Business

DISPATCH UPDATE—equipment should be updated by the end of July 2023.

GENERATOR UPDATE—Deputy Fire Chief Patrick Donohue reported that the generator is in stock and should be installed by the end of July 2023

BUILDING UPDATE—Chair Kevin LeGris reported that grant money could be used to install the septic system. This system should be completed before the years end.

SCBA UPDATE—Fire Chief Bill McHale reported that he spoke to A.J. Stone about the costing of the SCBA’S and had the price reduced by about \$17,000.00. The total cost will be about \$189,000.00

6 Correspondence

FINANCIAL STATEMENTS

A copy of the financial statements for the year 2022 were received and reviewed. Chairman Kevin LeGris walked the committee through the statements.

FIRE BUDGET

A copy of a revised fire budget was received and the changes were reviewed. The township budget has already been passed.

CAPITAL COSTS

A charted capital cost for the 2023 budget was reviewed.

7 Service Medals for Canada Day

After several email CAO/Clerk Jennifer Charkavi is going to apply for the "Fire Services Exemplary Service Medal" for several of the fire personnel. These Medals will not be available for presentation at the Canada Day Celebrations year.

8 Fire Chief's Report

The flash over course that was hosted at McNab Braeside Township in May will be coming back next year. It was put on by the Fire Marshall's office and was a valuable learning tool. Both the Fire Chief and the Deputy Fire Chief expressed their gratitude for the courses being this close to home and the courses value to helping in the "legacy" of the fire personnel.

Moved by Nathan Harris and seconded by Harry Stuart

BE IT RESOLVED that the fire chief's report dated June 8, 2023 be approved as presented.

"Carried"

9 Bills and Accounts

The payment voucher dated June 9, 2023 was reviewed.

It was moved Harry Stuart and seconded by Ken Keill

BE IT RESOLVED that the payment voucher dated June 9, 2023 in the amount of \$4,729.83 be paid.

"Carried"

BE IT RESOLVED THAT the secretary pay the bills and accounts for July and August 2023.

"Carried"

10 2023 Fire Cost Update

The report was reviewed.

11 Budgetary Control Report May 31, 2023

The report was reviewed.

12 Open Discussion

Fire Chief Bill McHale reported the CNL is now a full member of the fire chief's association. The personnel at CNL are very close to being able to do certification. They also have a full training facility. Fire Chief Bill McHale also spoke on a Cancer Prevention Program. The Cancer Prevention Program was one of the main topics at the Eastern Ontario Fire Conference in Marcy 2023

Chair Kevin LeGris mentioned that township council would like to see all the committee involved in the fire budget in the coming years. Chair Kevin LeGris reported more information on the building—quotes for the septic system, wish lists and drawings. A discussion on the committee being dissolved evolved. The chief feels that the committee had value to him and the fire department in general benefits from their knowledge. Chair Kevin LeGris said council has made no movement to date on this matter.

13 Next Meeting

September 13, 2023 at the fire hall at 7:00 p.m.

14 Adjourn

BE IT RESOLVED that the meeting be adjourned at 8:58 p.m.

“Carried”

TOWNSHIP OF ADMASTON/BROMLEY

DOUGLAS FIRE COMMITTEE

MINUTES

Wednesday September 13, 2023

At 7:00 p.m.

Present were Chair Kevin LeGris and Committee Members, Ken Keill, Harry Stuart, Fire Chief Bill McHale and Deputy Fire Chief Patrick Donohue. Regrets Nathan Harris and Daryl Thom.

1. Chair Kevin LeGris called the meeting to order at 7:00 p.m.
2. Declaration of Pecuniary Interest—None
3. Approval of Agenda
Moved by Ken Keill and seconded by Harry Stuart

Be it resolved that the agenda for the September 13, 2023 meeting be approved.
Carried

4. Approval of Minutes of the June 14, 2023 meeting
Moved by Harry Stuart and seconded by Ken Keill

Be it resolved that the minutes of the June 14, 2023 meeting be approved as read
Carried

5. Old Business
DISPATCH UPDATE—the new dispatch system is in place and working. Cost/payment is being discussed at county level.

GENERATOR UPDATE—The generator is installed. McCarthy is supplying the propane. By the end of September there will be a commission test.

BUILDING UPDATE—The septic system is installed and the grass is growing over it. The installation took three days to complete.

SCBA UPDATE—New SCBA's arrive on September 18, 2023. The new masks are in and fitted. Each fireman will have their own mask and face piece bag. There will be full training on the SCBA's in house prior to them going into the trucks.

6. CORRESPONDENCE

An email from Treasurer-Deputy CAO/Clerk was received informing the committee that the septic system was installed and paid. Information on the maintenance instructions for the septic tank filter were included along with a detailed location map.

7. NEW BUSINESS

DRY HYDRANT AT DOUGLAS—This is the most used of all the dry hydrants as the trucks are topped up after each call. The hydrant is not working. On Sunday September 11, 2023 it was discovered that the pipe was disconnected and in need of repair. Chief Bill and Steve from Public Works are going to try and find a way forward to repair and resolve this situation.

DOUGLAS BEACH—There are campers staying at the beach for extended periods of time. They are having campfires. The fire chief has been down and had conversations and explained the burning by-law. Councillor LeGris reported that there has been a new by-law (2023-40) passed at council to establish requirements for open air burning.

DISPERSAL OF OLD EQUIPMENT—At a fire chief's meeting Chief Bill learned that there are areas that have little to no fire fighting equipment. Old and not being used equipment at the fire hall is taking up valuable space and could perhaps help other fire departments. Chief Bill is looking into perhaps selling or getting this equipment to a new home where it can be used.

FIRE PREVENTION WEEK—Enbridge Gas has supplied boxes of give aways for fire prevention week which is October 8 to 14, 2023. The campaign is "Cooking safety starts with YOU. Pay attention to FIRE PREVENTION". Thank you to Meagan at the municipal office for completing the application to receive the give aways.

CANADIAN NUCLEAR LABORATORY NEW RTC—The Canadian Nuclear Laboratory in Chalk River now has a training centre for fire personnel. Chief Bill toured the site and was most impressed. The chief and five other members of the fire department also got a tour of the site at a later date. The first course is in October. New recruits can get certified at this site. Both the chief and deputy chief has words of praise for this facility. CNL is a team player and the whole county is working together.

8. FIRE CHIEF'S REPORT

Fire Chief Bill review the fire reports for July, August and September 2023 with the committee. Questions on some of the larger fires were answered.

Moved by Ken Keill and seconded by Harry Stuart

Be it resolved that the fire chief's reports for July 12, August 9 and September 8, 2023 be accepted as presented.

Carried

9. **BILLS AND ACCOUNTS**

The payment vouchers were reviewed and it was noted that the cost of repairs on the fire trucks is up more than anticipated due to the age of the vehicles. Questions and answers on other invoices were answered. Chief Bill remarked that a fire suit ordered three years ago has arrived.

Moved by Harry Stuart and seconded by Ken Keill

Be it resolved that the payment vouchers dated:

July 12, 2023 in the amount of	4596.47
August 9, 2023 in the amount of	18793.45
September 7, 2023 in the amount of	18870.06 be paid

Carried

10. **2023 FIRE COST UPDATE**

The wage costs for 2023 were reviewed and are nearing the top of the budgeted amount.

11. **BUDGETARY CONTROL REPORT AUGUST 31, 2023**

The report was reviewed and amounts in the current column were explained. Chair Kevin noted that it was important to review the figures.

12. **OPEN DISCUSSION**

Chief Bill has applied to Kiddie Smoke Alarms to get free alarms that are battery operated. The new fire Marshall's representative is Shannon Armitage. Greater Madawaska Fire Chief is to do a full report on how the Centennial Lake fire for future reference should this type of a fire occur again.

13. **NEXT MEETING**

OCTOBER 11, 2023 at 7:00 p.m. at the fire hall.

14. **ADJOURN**

Moved by Ken Keill and seconded by Harry Stuart

Be it resolved that the meeting be adjourned at 8:42 p.m.

Carried

Douglas Fire Committee
Fire Chief Report
July 12, 2022

Date	Men	Hrs	Where	What
June 9	11	32		RV in ditch
June 9	03	08		Campfire rekindle
June 11	02	02	Practice	Weekend truck checks
June 11	01	20	Practice	Mutual Aid Plan/chief's meeting CAO meetings/Cancer program False alarms/truck calls/misc calls
June 12	16	32	Practice	Pump training/cancer roll out
June 13	01	03		Clean fire hall
June 18	02	04	Practice	Weekend truck checks
June 19	11	22	Practice	Rope & Knot practice
June 21	05	15		MVA
June 22	01	13	Practice	Building shelf for clothing
June 23	03	06	Practice	Weekend truck checks
June 23	06	12		MVA
June 26	14	28		tree on hydro line
June 27	01	03		Clean fire hall
June 29	07	07		called cancelled
June 29	03	06		MVA
July 1	02	05	Practice	Weekend truck checks
July 1	04	06	Practice	Canada Day prep
July 2	07	21		MVA
July 3	12	48		MVA
July 4	03	09		Fire warning issued
July	02	19	Practice	Administration hours
July 9	03	09	Practice	Weekend truck checks
July 10	09	18	Practice	Clean out old gear
July 12	01	06		Clean fire hall
July 12	01	02	Practice	Picking up material
July 12	06	12		MVA

Douglas Fire Committee
Fire Chief Report
August 9, 2022

Date	Men	Hrs	Where	What
July 14	06	06	Practice	Weekend truck checks
July 17	11	33	Practice	A J Strone configure SCBA's
July 18	02	04	Practice	Opeongo soccer fun night
July 21	07	21		tree on hydro line
July 22	02	05	Practice	Weekend truck checks
July 24	11	22	Practice	Dry hydrant test
July 25	01	03		Clean fire hall
July 26	11	35		Hay heating
July 30	10	20		MVA
July 30	05	07	Practice	weekend truck checks
July 21	01	04	Practice	repair air compressor
Aug 2	08	24		MVA
Aug 4-6	03	06	Practice	Weekend truck checks
Aug 8	01	03		Clean fire hall
Aug 8	03	03	Practice	Truck to garage for safety
Aug 8	13	26		MVA

Douglas Fire Committee
 Fire Chief Report
 September 8, 2022

Date	Men	Hrs	Where	What
Aug 11	02	44	Practice	2 men Z licence course
Aug 14	24	40	Practice	Fit testing SCBA
Aug 15	06	12		Car fire
Aug 16	01	03		Clean fire hall
Aug 19	02	04	Practice	Weekend truck checks
Aug 21	05	10	Practice	Roll hose/install new line in porta tank
Aug 24	01	03		Clean fire hall
Aug 26	01	02		Fire/smoke complaint
Aug 27	03	09	Practice	Weekend truck checks
Aug 27	05	20	Practice	CNL training centre
Sept 1	03	06	Practice	Weekend truck checks
Sept 2	05	10		cancelled enroute
Sept 2	10	20		Round Baler
Sept 3	04	08		Transformer circuit
Sept 6	01	03		Clean fire hall

Douglas Fire Committee
 Fire Chief Report
 October 11, 2022

Date	Men	Hrs	Where	What
Sept 6	01	10	Practice	chief's meeting/emails
Sept 9	06	12		MVA
Sept 10	06	24	Practice	Dry hydrant at Douglas
Sept 11	01	03	Practice	Vehicle maintenance
Sept 11	09	18	Practice	Dry hydrant/traffic control/roll hose
Sept 13	01	03		Clean fire hall
Sept 14	01	02		Faulty Smoke Alarm
Sept 16	03	07	Practice	Weekend truck checks
Sept 18	16	48	Practice	SCBA training with A.J. Stone
Sept 22	07	16		MVA
Sept 23/24	03	06	Practice	Weekend truck checks
Sept 25	09	18	Practice	SCBA training
Sept 26	01	03		Clean fire hall
Sept 28	03	04	Practice	Pick up truck 4 in Renfrew
Oct 2	14	34	Practice	SCBA course on line/smoke detectors

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2023-52

Being A By-Law Appointing Fence-Viewers for the
Township of Admaston/Bromley

WHEREAS c. L. 17, s. 2 of the Line Fences Act, R.S.O. 1990 provides that the Council of every local municipality shall by by-law appoint such number of fence-viewers as are required to carry out the provisions of this Act.

AND WHEREAS the By-Law shall fix the remuneration to be paid to the fence-viewers and the remuneration may be fixed on an hourly or daily rate or a rate for each attendance or re-attendance by the fence-viewers.

AND WHEREAS the Council deems it necessary to appoint such fence-viewers for the purpose of viewing and arbitrating if requested as to what portion of the fence each owner shall construct, reconstruct or repair and maintain and keep up if so required.

AND WHEREAS the fence-viewers shall hold office for the term of the Council that appointed them.

NOW THEREFORE the Council of the Township of Admaston/Bromley hereby enacts as follows:

(1) That the following are appointed as Fence-Viewers for the Township of Admaston/Bromley:

Alex Briscoe, John Eisen, Murray Keuhl, Terry Coulas, Michael Quinn
and Ray Pender

(2) That the fence-viewers shall receive the sum of \$20.00 per and mileage rate as per the Canadian Revenue Agency's Reasonable Per-Kilometer Allowance which will be adjusted every January 1, for the use of their vehicle.

(3) Repeal and Replace By-Law# 2019-03

Read a first and second time this 19th day of October 2023.

Read a third and final time this 19th day of October 2023.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2023-53

Being A By-Law To Delegate Authority

NOW THEREFORE BE IT RESOLVED THAT:

1. We direct the Chief Administrative Officer to make an application for approval to expropriate and we delegate to the Chief Administrative Officer the authority to issue a Notice of Intent to Expropriate and to take all other actions necessary to complete the expropriation of the lands described herein in accordance with the requirements of the Expropriations Act, on behalf of the Corporation of the Township of Admaston/Bromley the following lands located in the Township of Admaston/Bromley (the "Lands"):
 - a. Approximately 9 hectares of lands being part of Lot 18, Concession 3, Geographic Township of Bromley, lying south of the Travelled Road Known as Pit Road, being part of the Property Identifier Number 57232-0238 (LT);
2. This By-Law shall come into force and take effect on the day it is passed.

Read a first and second time this 19th day of October 2023.

Read a third and final time this 19th day of October 2023.

Mayor

CAO/Clerk

ACTION TRACKING LIST

	Updated Information
	NEW

Date	Item	Assigned To	Due Date	Current Status
October 2021	UPDATE Asset Management Plan	CAO/Clerk	Early 2023	MFOA will be assisting to complete the AMP.
October 2022	Joint Roads Review	CAO/Clerk	Early 2023	Staff have been involved in working with Consultant and Townships of Whitewater Region and Greater Madawaska.
October. 2020	Fencing By-Law	Clerk/CBO	continuing	Look into updating the fencing by-law.
November. 2020	LEG report to Committee	CAO/Clerk	continuing	The CAO/Clerk is provide Council with Regular updates. Recreation
October 2021	Forced Roads	Clerk	continuing	Staff are to investigate a policy for the assumption of forced roads.
February 2023	Backyard Chickens	CAO/Clerk	continuing	Draft By-Law - Planning & EconDev Committee
June. 2023	Reserve Policy	Treasurer-Deputy CAO/Clerk	Dec-23	Bring a policy forth for reserve funds
July. 2023	Fireworks By-Law	CAO/Clerk & Fire Chief	early 2024	Work on a Fireworks by-law to prohibit fireworks during a fire ban.
Sept. 2023	Douglas Beach	CAO/Clerk	Spring 2024	Investigate ideas to rejuvenate beach

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2023-54

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING OCTOBER 19, 2023.**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on 19th day of October 2023 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 19th day of October 2023.

READ a third time and finally passed this 19th day of October 2023.

Mayor

CAO/Clerk