

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 MacIsaac.

**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 21<sup>st</sup>, 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 21<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** 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