

Township of Admaston/Bromley
Second Monthly Meeting
Thursday, January 18th, 2024 @ 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 Meetings January 4, 2024

6. Delegations and Guests

6a Firefighter Recognition – Provincial Service Awards

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

7a Consent Applications Report – B130/23, B131/23 and B132/23

i) Planning Report B130/23

ii) Planning Report B131/23

iii) Planning Report B132/23

8. **Community Service Committee** – Chair Angela Field, Committee Member Brian Hamilton

8a

9. **Operations Committee** – Chair Brian Hamilton, All of Council

9a Public Works January 2024 Report

9b Traffic Speed Policy Report

i) Traffic Speed Policy

9c Reduce Speed By-Law on Municipal Roads Report

9d AORS Communication

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

None.

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

11a December 2023 Financial Overview Report

i) December 2023 Financial Overview

11b Payment Register December 31, 2023

12. **Protective Services Committee**- Chair Kevin LeGris, Committee Member Angela Field

12a Fire Committee Minutes – November 22 2023

12b Fire Committee Minutes - December 13, 2023

12c Fire Chief's Report – December 2023

12d Fire Chief's Report – January 2024

13. **County of Renfrew** – Mayor Michael Donohue

13a

14. **By-Laws**

14a 2023-03 Speed By-law

15. Old Business

15a Action Tracking List

16. New Business

17. **Closed Session**

17a

18. Confirmatory By-Law

18a 2024-04 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 January 4th, 2024. Present were Mayor Michael Donohue, Deputy Mayor Brian Hamilton, Councillors Angela Field, Keith Gourley and Kevin LeGris

Staff Members present were CAO/Clerk Jennifer Charkavi, Treasurer-Deputy CAO/Clerk Kelly Coughlin and Public Works Superintendent (Acting) Steve Visinski. 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 7:39 pm, there were technical difficulties. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Fire Fighters receiving Provincial recognition were called out to an event and unable to attend the Council meeting, their recognition will be rescheduled.

Resolution No. 01/01/24

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council approve the amended agenda of January 4, 2024, Regular Council Meeting to defer:

6a Firefighter Recognition to a future 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 December 14th, 2024.

Resolution No. 02/12/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council adopt the following meeting Minutes:

- December 14th, 2023, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

Susan Patterson O'Neil appeared before Council as a Delegation to explain why she feels her property is worth more than Council is offering. She provided a handout to Council, appended to these minutes and now part of the public record, which had new information relating to recent land sales. She also stated that her husband is not well and this process is making his health worse. Ms. Patterson O'Neil is concerned that the survey indicates that the land required for the expansion will see their property landlocked.

Mayor Donohue replied that both parties are in disagreement about the worth of the property, the Township is relying on accredited appraisals received.

Ms. Patterson O'Neill specifically tried to question Councillor Field and Mayor Donohue if they would sell their farmland for \$4500 an acre. Mayor Donohue noted

that there is not debate at a Council meeting, just the presentation of new information. Ms. Patterson O'Neil continued to question both Council members and Mayor Donohue noted that she was now Out of Order.

Councillor Hamilton asked Ms. Patterson O'Neil if he could share their latest offer of \$150,000 in the public forum. Ms. Patterson O'Neil responded yes. Mayor Donohue noted that you cannot ask if you can share their latest offer in a public session as now it is public and he noted that Councillor Hamilton was Out of Order for doing such.

Ms. Patterson O'Neil wondered on how to negotiate, Mayor Donohue replied through staff and your lawyer.

Ms. Patterson O'Neil left the meeting.

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

7a B122/23 Consent Planning Report

Resolution No. 03/01/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that the Township of Admaston/Bromley accept in principle Consent Application B122/23 submitted by Patrick Leclerc, 297 Lynch Road, so long as commenting agencies are satisfied.

Carried

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

8a Frosty Fun Request Report

Councillor Hamilton was concerned that this was not brought before council earlier. CAO/Clerk Charkavi noted that it was just received. Councillor Field also added that this is a long standing event and that organizers will have already made their necessary applications.

Resolution No. 04/01/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council of the Township of Admaston/Bromley grants permission to the Douglas Recreation Committee to hold the Douglas Frosty Fun Winter Carnival on February 9 – 11, 2024 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 2024 OCIF Funding Announcement - Revised

Treasurer-Deputy CAO/Clerk Coughlin reviewed the Ontario Community Infrastructure Fund (OCIF) Allocation Notice.

Resolution No. 05/01/24

Moved by Keith Gourley, seconded by Brian Hamilton

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

Carried

11b County Tax Rates 2023 Report

Treasurer-Deputy CAO/Clerk Coughlin reviewed the report noting the error that been found during the Procedural Audit and explained the recommendation to fix it.

Resolution No. 06/01/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accept the County Tax Rates 2023 report as information submitted and circulated;

AND FURTHER THAT Council direct staff to withdrawl an upset limit of \$40,000 from the Working Capital Reserve to recoup the revenue collection shortfall associated with the County of Renfrew tax rates used during the 2023 tax billing.

Carried

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

12a In-Force Date – Community Well Being & Policing Act, 2019 - Information

Resolution No. 07/01/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the communication from the Assistant Deputy Minister – Public Safety Division concerning the In-Force date of the Community Safety and Policing Act, 2019 which has been proclaimed will be April 1, 2024.

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

None.

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 08/01/24

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 CAO/Clerk Performance Appraisal

Resolution No. 09/01/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council move into a Closed Session at 8:31 p.m.

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

More specifically to discuss the Performance Appraisal of the CAO/Clerk.

Carried

Council rose from Closed Session at 9:11 p.m. and had no progress to report.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2024-01 being a by-law to confirm proceedings of Council Meeting

Resolution No. 10/01/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2024-01, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held January 4th, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 11/01/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that the Thursday, January 4th, 2024, Township of Admaston/Bromley Council meeting be adjourned at 9:13 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: January 18, 2024
To: Council
From: Jennifer Charkavi
Re: Consent Application B130/23 and B131/23 and B132/23

Background:

Three Consent applications were submitted to the County of Renfrew proposing the creation of three (3) new lots by severing three (3) lots. The first and second lots are proposed to be one (1) hectare in area with eighty (80) metres of road frontage. The third lot is proposed to be one (1) hectare in area with a hundred (100) metres of road frontage. The final retained lands are proposed to be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.

For the applications B130/23, B131/23 and B132/23 the Planning Report indicates through a Scoped Environmental Impact Study that there is a watercourse in the valleylands of the property. The Impact Study report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in the reports are properly implemented. Therefore, the severance proposals will be consistent with the Natural Heritage policies of the County of Renfrew Official Plan, 2021, and the Provincial Policy Statement (PPS), 2020.

The proposed lots are one (1) hectare in area and are able to meet the Minimum Distance Setbacks (MDS) 1 setback with a 0.5 hectare building envelope; therefore, the proposed lots meet the MDS 1 requirements. (MDS Guideline #41)

Conditions of the consents require a Registered Plan of Survey and a required Development Agreement with the County of Renfrew implementing the mitigation measures of the scoped Environmental Impact Study (EIS).

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department – Planning Division
Chief Building Official
Public Works Superintendent (Acting)
Drainage Superintendent

Recommendation for Council: (three (3) separate motions:

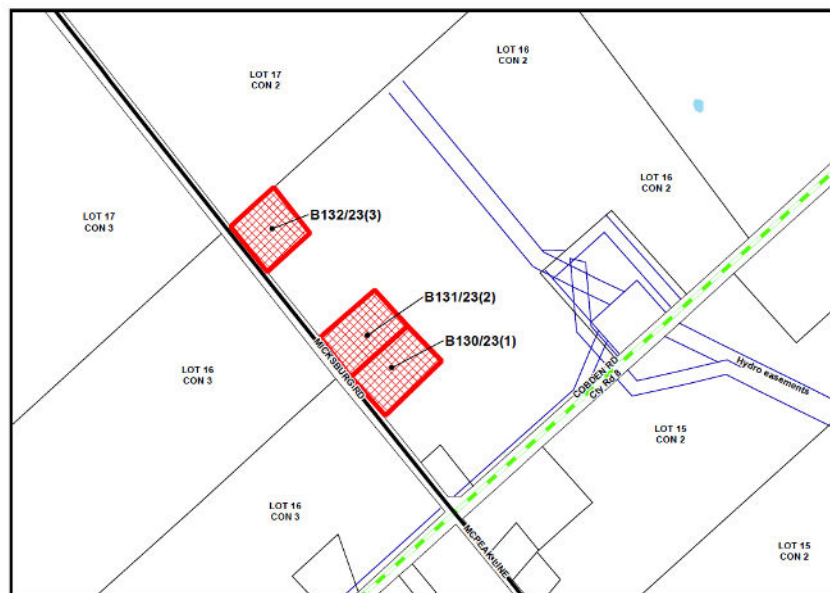
BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B130/23 submitted by James and Margaret Durack, Micksburg Road, so long as requirements of commenting agencies are satisfied.

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B131/23 submitted by James and Margaret Durack, Micksburg Road, so long as requirements of commenting agencies are satisfied.

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B132/23 submitted by James and Margaret Durack, Micksburg Road, so long as requirements of commenting agencies are satisfied.

PART A - BACKGROUND

1. FILE NO.: **B130/23(1)**
2. APPLICANTS: James & Margaret Durack
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Bromley)
4. LOT: Part Lot 16 CON.: 2 STREET: Micksburg Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever three vacant residential lots with road frontage along Micksburg Road. The first and second lots are proposed to be 1 hectare in area with 80 metres of road frontage. The third lot is proposed to be 1 hectare in area with 100 metres of road frontage. The final retained lands are proposed to be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	520-MicksburgRd 470-CobdenRd	m	36.38 Ha	None
Severed	80-MicksburgRd	m	1 Ha	None
Retained	440-MicksburgRd 470-CobdenRd	m	35.38 Ha	None

8. SEVERANCE HISTORY

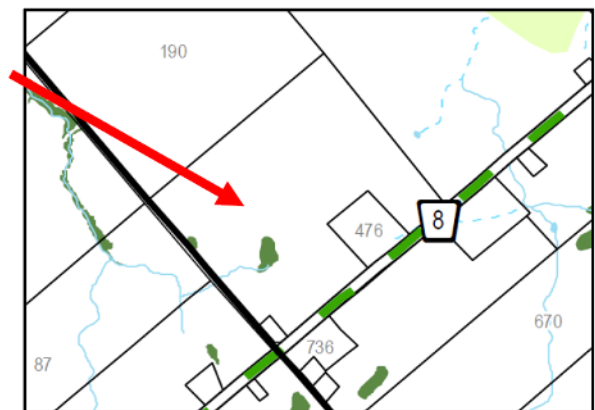
Number of new lots from original holding (1971) 1 new lot: B567/79
Easement: B27/73

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural

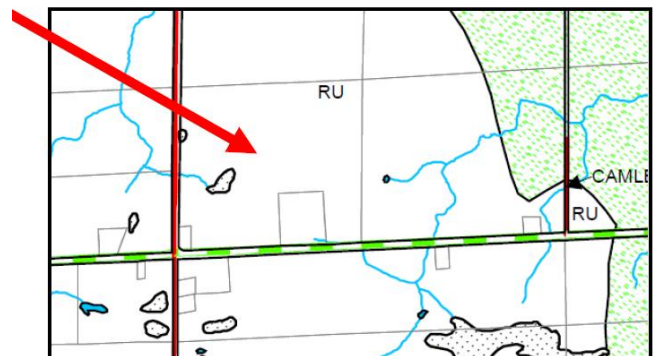
Retained Rural
Environmental Protection



10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY
(2004-13) Zone(s):

Severed Rural (RU)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	80 m	45 m	1 Ha	4047 m ²
Retained	440- MicksburgRd 470- CobdenRd m	45 m	35.38 Ha	4047 m ²

*Note: There are three concurrent consent applications. If all three lots are approved, the final retained lands will be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.

PART B – COMMENTS**1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA**Policies Considered:

- 1.1.5.8, New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.
- 2.1.5 c) *Development* and *site alteration* shall not be permitted in: *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River); unless it has been demonstrated that there will be no *negative impacts* on the natural features and their ecological functions.
- 3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. OFFICIAL PLANPolicies Considered:

- 2.2(2) Minimum Distance Separation 1
- 2.2(8)(f) Significant Valleylands
- 2.2(9)(f) Wildland Fire Hazard
- 2.2(12)(a)(iii)&(f) Lot size and private servicing
- 5.3 Rural Designation
- 8.3(1) Environmental Protection Designation
- 13.3(2) Transportation – County Roads
- 13.3(3) Transportation – Municipal Roads

- 14.3 Consent Policies

3. ZONING BY-LAW

Provisions Considered:

- 3.25(c) Separation Distances
- 3.26 Setbacks
- 21.1 & 21.2 Rural (RU) Zone – permitted uses and zone provisions
- 24.1 & 24.2 Environmental Protection (EP) – permitted uses and zone provisions

4. SUBMITTED STUDIES

Scoped Environmental Impact Study (EIS)

A Scoped Environmental Impact Study (EIS), prepared by Jp2g Consultants Inc., and Muncaster Environmental Planning, dated October 24, 2023, was submitted in support of the applications.

The scoped EIS was submitted due to the significant valleylands on the proposed severed lots. The scoped report stated that a site visit was completed to review the existing conditions of the proposed lots, the valleyland feature, and delineate the wetland boundary on/adjacent to the lands to be severed.

The report stated that based on a review of air photography and a site visit to the proposed lots, the valley containing the permanent watercourse located on/adjacent to Lots 1 & 2, is not very deep or wide and it is more of a swale feature. It also stated that no defined channel was noted, and no water was observed at the time of the site visit. Therefore this watercourse is considered to be intermittent in nature, rather than permanent and likely only conveys a bit of surface water, but not enough to create a defined channel.

The report stated that the watercourse also does not contain any distinctive geomorphic landforms and does not connect to any other known significant natural heritage features or areas that are located within 120 metres of the subject lands. Due to the intermittent nature of this watercourse, it is not considered to contain direct fish habitat. Therefore as there are limited features and functions associated with this valleyland, it is not considered to be a significant valleyland. However, in order to ensure no adverse impacts occur on this intermittent watercourse as a result of the proposed development of the lands to be severed, the mitigation measures in this report should be properly implemented.

The report recommended that the following mitigation measures are deemed sufficient to mitigate the potential impacts arising from the future development of the lands to be severed.

1. All lands within the 10 metre setback from the edge of the wetlands and within the 15 metre setback from the edge of the watercourse on/adjacent to the lands to be severed should be maintained substantially in a natural vegetated state. Surface runoff from the site will be minimal. Native trees and shrubs could also be planted within the open meadow area of the setback on Lot 3 or be left to naturally re-vegetate.

2. Vegetation on the remainder of the lands to be severed should also remain in a natural state as possible except for the clearing of portions of the property to allow for the construction of structures and associated access requirements.

3. Although not anticipated to occur on site and out of an abundance of caution, the following mitigation measures are recommended in order to mitigate the potential impacts on turtle species from the proposed works:

a. Specific site preparation work requiring clearing of vegetation and construction activities should be undertaken between November 1st and March 31st, which is outside of the more active season for turtles.

b. If the proposed works will occur between April 1st and October 31st, in order to prevent potential movement of turtle species into the proposed work area, a properly installed and maintained temporary exclusion barrier (for example silt fencing) should be erected as per the *Species at Risk Branch Best Practices Technical Note Reptile and Amphibian Exclusion Fencing Version 1.1 July 2013* around any areas where the proposed works will occur prior to all site preparation and construction activities.

i. Once the work areas are surrounded by properly dug in fencing and prior to further site alterations, the work areas are to be searched for turtles. Any turtles observed during the construction phase are to be relocated as required to ensure they are not endangered by the construction activities.

4. Roof runoff should be controlled by directing water runoff to the rear of the new structures through the use of eavestroughs leading to rain barrels or to grassed areas.

5. The extent of exposed soils is to be kept to a minimum at all times. Re-vegetation with native trees and shrubs of exposed, non-developed areas is to be achieved as soon as possible and should only use locally appropriate native species.

6. Erosion and sediment control measures are a critical component of the construction work. Effective sediment and erosion control measures are to be maintained until complete re-vegetation of disturbed areas is achieved. Silt fencing is to be installed along the edges of the work areas. It is important that fencing is properly dug-in to treat any surface water flow and is maintained as required, including removal of accumulated sediment.

7. Additional mitigation measures to minimize the potential for inputs of sediments and other contaminants into the wetlands, watercourses and the environment in general include proper maintenance on construction equipment with respect to refuelling, washing and fluid changes, and proper disposal of fluids, filters and other waste materials. None of this work should take place within 30 metres of any surface water features.

The report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in this report are properly implemented. Therefore, the severance proposal will be consistent with the Natural Heritage policies of the County of Renfrew Official Plan, 2021, and the Provincial Policy Statement (PPS), 2020.

5. **AGENCY COMMENTS**

Twp. of Admaston/Bromley	Favourable comments were received. The Drain Superintendent does not have a problem with the proposed consents.
Hydro One Networks Inc. (HONI)	HONI has no objection in principle to the proposed severance provided HONI's easement rights are protected and maintained. HONI advised that any placement of permanent structures, facilities or landscaping within the transmission corridor is prohibited without the prior written approval of HONI. For any future site plans, plan of subdivision and/or condominium applications, the owner must make arrangements satisfactory to HONI.
County Public Works & Engineering	No comments or concerns

6. **GENERAL PLANNING COMMENTS**

As indicated in Part B – Section 1 of this report, the Provincial land use planning issues to be addressed are Minimum Distance Separation (MDS 1) of a new sensitive (residential) land use from existing livestock and manure operations, significant valleylands, and wildland fire.

Minimum Distance Separation

The Provincial Policy Statement (PPS), the County of Renfrew Official Plan and the Township of Admaston/Bromley Zoning By-law require compliance with MDS 1. MDS 1 must be calculated for all livestock facilities within 1500 metres of the proposed severed

lots. Our records indicate that the following properties have barns within 1500 metres: **336 Micksburg Rd, 190 Micksburg Rd, 189 Micksburg Rd, 87 Micksburg Rd, 677 Cobden Rd, 795 Cobden Rd, 707 Mcpeak Line, 602 Mcpeak Line, 15 Pit Rd and 75 Camley Line.**

MDS1 was calculated, and the results were favourable with the exception of 87 Micksburg Road. The new lots do not meet the minimum required separation distance from 87 Micksburg Road of 259 metres. However in accordance with Guideline #41 in the Minimum Distance Separation (MDS) Document, for proposed lots without an existing dwelling that are greater than 1 hectare in area, MDS 1 setbacks are measured as the shortest distance between a 0.5 hectare or larger building envelope (for a potential dwelling) and either the surrounding livestock occupied portions of the livestock barns, manure storages or anaerobic digesters.

The proposed lots are 1 hectare in area, and are able to meet the MDS 1 setback with a 0.5 hectare building envelope; therefore, the proposed lots meet the MDS 1 requirements.

Significant Valleylands

Portions of the severed and retained lands are impacted by significant valleylands, as identified on Official Plan Schedule B-Map 4-Natural Heritage Features. Section 2.2(8)(f) of the Official Plan requires the natural features to be protected from negative impacts from development. Proposed development that occurs in or within 120 metres of the feature is required to be supported by an Environmental Impact Study (EIS) that demonstrates there will be no negative impacts on the valleylands.

A Scoped Environmental Impact Study (EIS) was submitted in support of the consent applications. The report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in the report are properly implemented.

As a condition of consent, a development agreement implementing the mitigation measures of the scoped Environmental Impact Study (EIS) is required.

Wildland Fire

Portions of the retained lands fall within areas that pose a wildland fire risk, as identified on Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNRF) assessment and standards. Since the retained lands are large in area with room to develop outside of the lands affected by the wildland fire hazard, and no development is proposed, no further work is required.

Lot Size and Private Servicing

The Official Plan generally requires that all new lots be a minimum of 0.4 hectares (1 acre) in area with 45 metres of frontage on an open and maintained public road. Lots that are less than 1 hectare in area would require a hydrogeological assessment to confirm that the lot can be supported by private servicing. The assessment would confirm a potable source of water (quality and quantity) and that the lot can support the

additional septic system (nitrate impact assessment). A hydrogeological assessment is required for lots that are less than 1 hectare in area. Alternatively, if the lots are increased to a minimum of 1 hectare in area, a hydrogeological assessment will not be required.

The lots are 1 hectare in size; therefore a hydrogeological assessment is not required.

Consent Policies

Section 14.3(3) of the Official Plan permits the creation of three new lots to be severed from the original holding. Our records indicate that there has been one lot created from the original holding. This proposed lot would constitute the 2nd new lot.

Transportation

The severed and retained lands have road frontage on Micksburg Road, which is a municipal road. Favourable comments were received from the Township Public Works Department.

The retained lands also have road frontage on Cobden Road, which is a County Road. Favourable comments were received from the County of Renfrew Public Works and Engineering Department.

Hydro One Networks Inc.

The retained lands are affected by a hydro easement. Hydro One Networks Inc. (HONI) was circulated. HONI has no objection in principle to the proposed severance provided HONI's easement rights are protected and maintained. HONI provided comments regarding future development. HONI comments will be attached to the decision.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted. ☒
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☐
- (d) Conditions to the giving of consent should be considered for the following:
 - ☒ Registered Plan of Survey:
 - ☐ Zoning By-law Amendment:
 - ☐ Minor Variance:
 - ☐ Private Road Agreement:
 - ☒ Development Agreement: That the owner enter into a Development Agreement with the County of Renfrew

registered on title, implementing the mitigation measures contained in the scoped Environment Impact Study (EIS), prepared by Jp2g Consultants Inc., and Muncaster Environmental Planning.

That the County of Renfrew be provided with a letter of undertaking to register the agreement after the certificate/registration of the new property is created.

- ☐ Site Plan Control Agreement:
- ☐ Notice on Title:
- ☐ Shoreline Road Allowance Closure / Acquisition:
- ☐ Other:

(e) There are serious planning concerns, refusal is recommended. ☐

(f) Other Recommendations: ☐

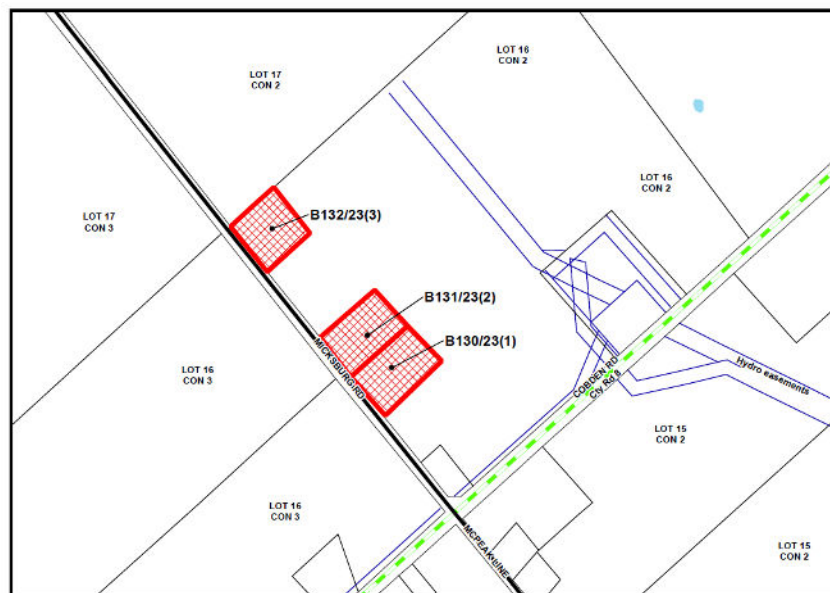
Date: January 8, 2024

Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
Senior Planner

JUL/2022

PART A - BACKGROUND

1. FILE NO.: **B131/23(2)**
2. APPLICANTS: James & Margaret Durack
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Bromley)
4. LOT: Part Lot 16 CON.: 2 STREET: Micksburg Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever three vacant residential lots with road frontage along Micksburg Road. The first and second lots are proposed to be 1 hectare in area with 80 metres of road frontage. The third lot is proposed to be 1 hectare in area with 100 metres of road frontage. The final retained lands are proposed to be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	520-MicksburgRd 470-CobdenRd	m	36.38 Ha	None
Severed	80-MicksburgRd	m	1 Ha	None
Retained	440-MicksburgRd 470-CobdenRd	m	35.38 Ha	None

8. SEVERANCE HISTORY

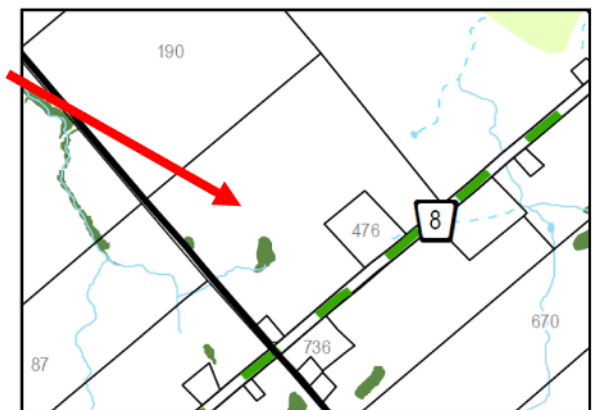
Number of new lots from original holding (1971) 1 new lot: B567/79
Easement: B27/73

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural

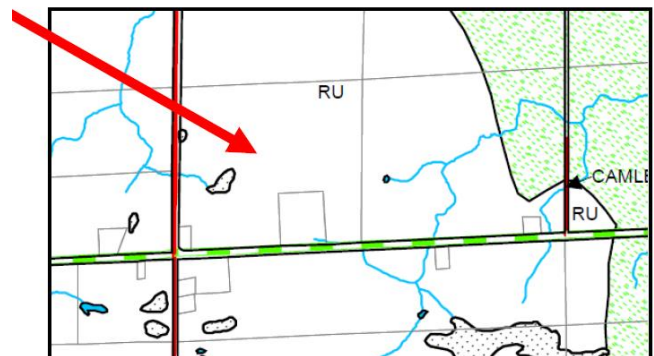
Retained Rural
Environmental Protection



10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY
(2004-13) Zone(s):

Severed Rural (RU)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	80 m	45 m	1 Ha	4047 m ²
Retained	440- MicksburgRd 470- CobdenRd m	45 m	35.38 Ha	4047 m ²

*Note: There are three concurrent consent applications. If all three lots are approved, the final retained lands will be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.

PART B – COMMENTS**1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA**Policies Considered:

- 1.1.5.8, New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.
- 2.1.5 c) *Development* and *site alteration* shall not be permitted in: *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River); unless it has been demonstrated that there will be no *negative impacts* on the natural features and their ecological functions.
- 3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. OFFICIAL PLANPolicies Considered:

- 2.2(2) Minimum Distance Separation 1
- 2.2(8)(f) Significant Valleylands
- 2.2(9)(f) Wildland Fire Hazard
- 2.2(12)(a)(iii)&(f) Lot size and private servicing
- 5.3 Rural Designation
- 8.3(1) Environmental Protection Designation
- 13.3(2) Transportation – County Roads
- 13.3(3) Transportation – Municipal Roads

- 14.3 Consent Policies

3. ZONING BY-LAW

Provisions Considered:

- 3.25(c) Separation Distances
- 3.26 Setbacks
- 21.1 & 21.2 Rural (RU) Zone – permitted uses and zone provisions
- 24.1 & 24.2 Environmental Protection (EP) – permitted uses and zone provisions

4. SUBMITTED STUDIES

Scoped Environmental Impact Study (EIS)

A Scoped Environmental Impact Study (EIS), prepared by Jp2g Consultants Inc., and Muncaster Environmental Planning, dated October 24, 2023, was submitted in support of the applications.

The scoped EIS was submitted due to the significant valleylands on the proposed severed lots. The scoped report stated that a site visit was completed to review the existing conditions of the proposed lots, the valleyland feature, and delineate the wetland boundary on/adjacent to the lands to be severed.

The report stated that based on a review of air photography and a site visit to the proposed lots, the valley containing the permanent watercourse located on/adjacent to Lots 1 & 2, is not very deep or wide and it is more of a swale feature. It also stated that no defined channel was noted, and no water was observed at the time of the site visit. Therefore this watercourse is considered to be intermittent in nature, rather than permanent and likely only conveys a bit of surface water, but not enough to create a defined channel.

The report stated that the watercourse also does not contain any distinctive geomorphic landforms and does not connect to any other known significant natural heritage features or areas that are located within 120 metres of the subject lands. Due to the intermittent nature of this watercourse, it is not considered to contain direct fish habitat. Therefore as there are limited features and functions associated with this valleyland, it is not considered to be a significant valleyland. However, in order to ensure no adverse impacts occur on this intermittent watercourse as a result of the proposed development of the lands to be severed, the mitigation measures in this report should be properly implemented.

The report recommended that the following mitigation measures are deemed sufficient to mitigate the potential impacts arising from the future development of the lands to be severed.

1. All lands within the 10 metre setback from the edge of the wetlands and within the 15 metre setback from the edge of the watercourse on/adjacent to the lands to be severed should be maintained substantially in a natural vegetated state. Surface runoff from the site will be minimal. Native trees and shrubs could also be planted within the open meadow area of the setback on Lot 3 or be left to naturally re-vegetate.

2. Vegetation on the remainder of the lands to be severed should also remain in a natural state as possible except for the clearing of portions of the property to allow for the construction of structures and associated access requirements.

3. Although not anticipated to occur on site and out of an abundance of caution, the following mitigation measures are recommended in order to mitigate the potential impacts on turtle species from the proposed works:

a. Specific site preparation work requiring clearing of vegetation and construction activities should be undertaken between November 1st and March 31st, which is outside of the more active season for turtles.

b. If the proposed works will occur between April 1st and October 31st, in order to prevent potential movement of turtle species into the proposed work area, a properly installed and maintained temporary exclusion barrier (for example silt fencing) should be erected as per the *Species at Risk Branch Best Practices Technical Note Reptile and Amphibian Exclusion Fencing Version 1.1 July 2013* around any areas where the proposed works will occur prior to all site preparation and construction activities.

i. Once the work areas are surrounded by properly dug in fencing and prior to further site alterations, the work areas are to be searched for turtles. Any turtles observed during the construction phase are to be relocated as required to ensure they are not endangered by the construction activities.

4. Roof runoff should be controlled by directing water runoff to the rear of the new structures through the use of eavestroughs leading to rain barrels or to grassed areas.

5. The extent of exposed soils is to be kept to a minimum at all times. Re-vegetation with native trees and shrubs of exposed, non-developed areas is to be achieved as soon as possible and should only use locally appropriate native species.

6. Erosion and sediment control measures are a critical component of the construction work. Effective sediment and erosion control measures are to be maintained until complete re-vegetation of disturbed areas is achieved. Silt fencing is to be installed along the edges of the work areas. It is important that fencing is properly dug-in to treat any surface water flow and is maintained as required, including removal of accumulated sediment.

7. Additional mitigation measures to minimize the potential for inputs of sediments and other contaminants into the wetlands, watercourses and the environment in general include proper maintenance on construction equipment with respect to refuelling, washing and fluid changes, and proper disposal of fluids, filters and other waste materials. None of this work should take place within 30 metres of any surface water features.

The report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in this report are properly implemented. Therefore, the severance proposal will be consistent with the Natural Heritage policies of the County of Renfrew Official Plan, 2021, and the Provincial Policy Statement (PPS), 2020.

5. **AGENCY COMMENTS**

Twp. of Admaston/Bromley	Favourable comments were received. The Drain Superintendent does not have a problem with the proposed consents.
Hydro One Networks Inc. (HONI)	HONI has no objection in principle to the proposed severance provided HONI's easement rights are protected and maintained. HONI advised that any placement of permanent structures, facilities or landscaping within the transmission corridor is prohibited without the prior written approval of HONI. For any future site plans, plan of subdivision and/or condominium applications, the owner must make arrangements satisfactory to HONI.
County Public Works & Engineering	No comments or concerns

6. **GENERAL PLANNING COMMENTS**

As indicated in Part B – Section 1 of this report, the Provincial land use planning issues to be addressed are Minimum Distance Separation (MDS 1) of a new sensitive (residential) land use from existing livestock and manure operations, significant valleylands, and wildland fire.

Minimum Distance Separation

The Provincial Policy Statement (PPS), the County of Renfrew Official Plan and the Township of Admaston/Bromley Zoning By-law require compliance with MDS 1. MDS 1 must be calculated for all livestock facilities within 1500 metres of the proposed severed

lots. Our records indicate that the following properties have barns within 1500 metres: **336 Micksburg Rd, 190 Micksburg Rd, 189 Micksburg Rd, 87 Micksburg Rd, 677 Cobden Rd, 795 Cobden Rd, 707 Mcpeak Line, 602 Mcpeak Line, 15 Pit Rd and 75 Camley Line.**

MDS1 was calculated, and the results were favourable with the exception of 87 Micksburg Road. The new lots do not meet the minimum required separation distance from 87 Micksburg Road of 259 metres. However in accordance with Guideline #41 in the Minimum Distance Separation (MDS) Document, for proposed lots without an existing dwelling that are greater than 1 hectare in area, MDS 1 setbacks are measured as the shortest distance between a 0.5 hectare or larger building envelope (for a potential dwelling) and either the surrounding livestock occupied portions of the livestock barns, manure storages or anaerobic digesters.

The proposed lots are 1 hectare in area, and are able to meet the MDS 1 setback with a 0.5 hectare building envelope; therefore, the proposed lots meet the MDS 1 requirements.

Significant Valleylands

Portions of the severed and retained lands are impacted by significant valleylands, as identified on Official Plan Schedule B-Map 4-Natural Heritage Features. Section 2.2(8)(f) of the Official Plan requires the natural features to be protected from negative impacts from development. Proposed development that occurs in or within 120 metres of the feature is required to be supported by an Environmental Impact Study (EIS) that demonstrates there will be no negative impacts on the valleylands.

A Scoped Environmental Impact Study (EIS) was submitted in support of the consent applications. The report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in the EIS are properly implemented.

As a condition of consent, a development agreement implementing the mitigation measures of the scoped Environmental Impact Study (EIS) is required.

Wildland Fire

Portions of the retained lands fall within areas that pose a wildland fire risk, as identified on Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNRF) assessment and standards. Since the retained lands are large in area with room to develop outside of the lands affected by the wildland fire hazard, and no development is proposed, no further work is required.

Lot Size and Private Servicing

The Official Plan generally requires that all new lots be a minimum of 0.4 hectares (1 acre) in area with 45 metres of frontage on an open and maintained public road. Lots that are less than 1 hectare in area would require a hydrogeological assessment to confirm that the lot can be supported by private servicing. The assessment would confirm a potable source of water (quality and quantity) and that the lot can support the

additional septic system (nitrate impact assessment). A hydrogeological assessment is required for lots that are less than 1 hectare in area. Alternatively, if the lots are increased to a minimum of 1 hectare in area, a hydrogeological assessment will not be required.

The lots are 1 hectare in size; therefore a hydrogeological assessment is not required.

Consent Policies

Section 14.3(3) of the Official Plan permits the creation of three new lots to be severed from the original holding. Our records indicate that there has been one lot created from the original holding. This proposed lot would constitute the 3rd new lot.

Transportation

The severed and retained lands have road frontage on Micksburg Road, which is a municipal road. Favourable comments were received from the Township Public Works Department.

The retained lands also have road frontage on Cobden Road, which is a County Road. Favourable comments were received from the County of Renfrew Public Works and Engineering Department.

Hydro One Networks Inc.

The retained lands are affected by a hydro easement. Hydro One Networks Inc. (HONI) was circulated. HONI has no objection in principle to the proposed severance provided HONI's easement rights are protected and maintained. HONI provided comments regarding future development. HONI comments will be attached to the decision.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted. ☒
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☐
- (d) Conditions to the giving of consent should be considered for the following:
 - ☒ Registered Plan of Survey:
 - ☐ Zoning By-law Amendment:
 - ☐ Minor Variance:
 - ☐ Private Road Agreement:
 - ☒ Development Agreement: That the owner enter into a Development Agreement with the County of Renfrew

registered on title, implementing the mitigation measures contained in the scoped Environment Impact Study (EIS), prepared by Jp2g Consultants Inc., and Muncaster Environmental Planning.

That the County of Renfrew be provided with a letter of undertaking to register the agreement after the certificate/registration of the new property is created.

- ☐ Site Plan Control Agreement:
- ☐ Notice on Title:
- ☐ Shoreline Road Allowance Closure / Acquisition:
- ☐ Other:

(e) There are serious planning concerns, refusal is recommended. ☐

(f) Other Recommendations: ☐

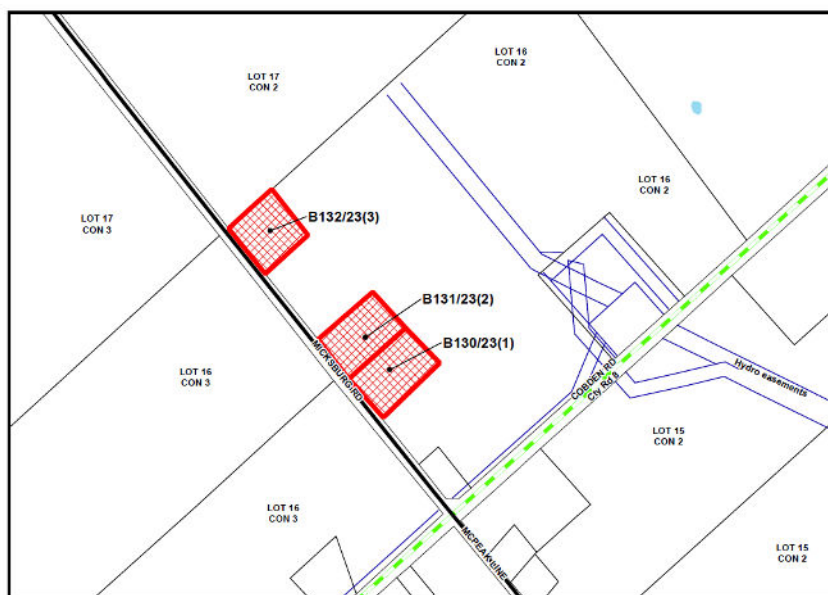
Date: January 8, 2024

Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
Senior Planner

JUL/2022

PART A - BACKGROUND

1. FILE NO.: **B132/23(3)**
2. APPLICANTS: James & Margaret Durack
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Bromley)
4. LOT: Part Lot 16 CON.: 2 STREET: Micksburg Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever three vacant residential lots with road frontage along Micksburg Road. The first and second lots are proposed to be 1 hectare in area with 80 metres of road frontage. The third lot is proposed to be 1 hectare in area with 100 metres of road frontage. The final retained lands are proposed to be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	520-MicksburgRd 470-CobdenRd	m	36.38 Ha	None
Severed	100-MicksburgRd	m	1 Ha	None
Retained	420-MicksburgRd 470-CobdenRd	m	35.38 Ha	None

8. SEVERANCE HISTORY

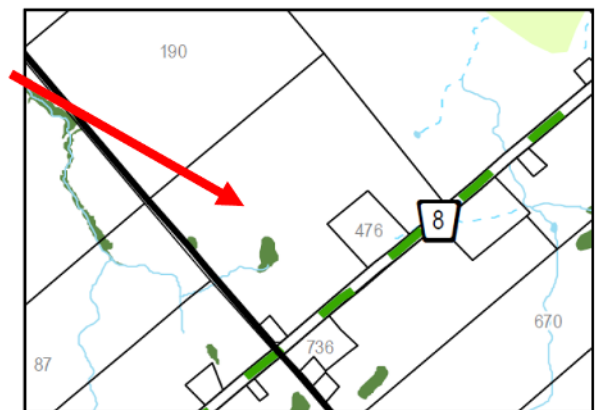
Number of new lots from original holding (1971) 1 new lot: B567/79
Easement: B27/73

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural

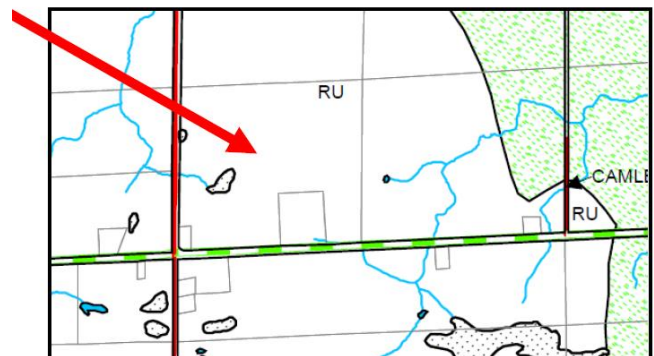
Retained Rural
Environmental Protection



10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY
(2004-13) Zone(s):

Severed Rural (RU)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	100 m	45 m	1 Ha	4047 m ²
Retained	420- MicksburgRd 470- CobdenRd m	45 m	35.38 Ha	4047 m ²

*Note: There are three concurrent consent applications. If all three lots are approved, the final retained lands will be 33.38 hectares in area with 260 metres of split road frontage on Micksburg Road and 470 metres on Cobden Road.

PART B – COMMENTS**1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA**Policies Considered:

- Section 1.1.5.8, New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.
- 2.1.5 c) *Development* and *site alteration* shall not be permitted in: *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River); unless it has been demonstrated that there will be no *negative impacts* on the natural features and their ecological functions.
- 3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. OFFICIAL PLANPolicies Considered:

- 2.2(2) Minimum Distance Separation 1
- 2.2(8)(f) Significant Valleylands
- 2.2(9)(f) Wildland Fire Hazard
- 2.2(12)(a)(iii)&(f) Lot size and private servicing
- 5.3 Rural Designation
- 8.3(1) Environmental Protection Designation
- 13.3(2) Transportation – County Roads
- 13.3(3) Transportation – Municipal Roads

- 14.3 Consent Policies

3. ZONING BY-LAW

Provisions Considered:

- 3.25(c) Separation Distances
- 3.26 Setbacks
- 21.1 & 21.2 Rural (RU) Zone – permitted uses and zone provisions
- 24.1 & 24.2 Environmental Protection (EP) – permitted uses and zone provisions

4. SUBMITTED STUDIES

Scoped Environmental Impact Study (EIS)

A Scoped Environmental Impact Study (EIS), prepared by Jp2g Consultants Inc., and Muncaster Environmental Planning, dated October 24, 2023, was submitted in support of the applications.

The scoped EIS was submitted due to the significant valleylands on the proposed severed lots. The scoped report stated that a site visit was completed to review the existing conditions of the proposed lots, the valleyland feature, and delineate the wetland boundary on/adjacent to the lands to be severed.

The report stated that based on a review of air photography and a site visit to the proposed lots, the valley containing the permanent watercourse located on/adjacent to Lots 1 & 2, is not very deep or wide and it is more of a swale feature. It also stated that no defined channel was noted, and no water was observed at the time of the site visit. Therefore this watercourse is considered to be intermittent in nature, rather than permanent and likely only conveys a bit of surface water, but not enough to create a defined channel.

The report stated that the watercourse also does not contain any distinctive geomorphic landforms and does not connect to any other known significant natural heritage features or areas that are located within 120 metres of the subject lands. Due to the intermittent nature of this watercourse, it is not considered to contain direct fish habitat. Therefore as there are limited features and functions associated with this valleyland, it is not considered to be a significant valleyland. However, in order to ensure no adverse impacts occur on this intermittent watercourse as a result of the proposed development of the lands to be severed, the mitigation measures in this report should be properly implemented.

The report recommended that the following mitigation measures are deemed sufficient to mitigate the potential impacts arising from the future development of the lands to be severed.

1. All lands within the 10 metre setback from the edge of the wetlands and within the 15 metre setback from the edge of the watercourse on/adjacent to the lands to be severed should be maintained substantially in a natural vegetated state. Surface runoff from the site will be minimal. Native trees and shrubs could also be planted within the open meadow area of the setback on Lot 3 or be left to naturally re-vegetate.

2. Vegetation on the remainder of the lands to be severed should also remain in a natural state as possible except for the clearing of portions of the property to allow for the construction of structures and associated access requirements.

3. Although not anticipated to occur on site and out of an abundance of caution, the following mitigation measures are recommended in order to mitigate the potential impacts on turtle species from the proposed works:

a. Specific site preparation work requiring clearing of vegetation and construction activities should be undertaken between November 1st and March 31st, which is outside of the more active season for turtles.

b. If the proposed works will occur between April 1st and October 31st, in order to prevent potential movement of turtle species into the proposed work area, a properly installed and maintained temporary exclusion barrier (for example silt fencing) should be erected as per the *Species at Risk Branch Best Practices Technical Note Reptile and Amphibian Exclusion Fencing Version 1.1 July 2013* around any areas where the proposed works will occur prior to all site preparation and construction activities.

i. Once the work areas are surrounded by properly dug in fencing and prior to further site alterations, the work areas are to be searched for turtles. Any turtles observed during the construction phase are to be relocated as required to ensure they are not endangered by the construction activities.

4. Roof runoff should be controlled by directing water runoff to the rear of the new structures through the use of eavestroughs leading to rain barrels or to grassed areas.

5. The extent of exposed soils is to be kept to a minimum at all times. Re-vegetation with native trees and shrubs of exposed, non-developed areas is to be achieved as soon as possible and should only use locally appropriate native species.

6. Erosion and sediment control measures are a critical component of the construction work. Effective sediment and erosion control measures are to be maintained until complete re-vegetation of disturbed areas is achieved. Silt fencing is to be installed along the edges of the work areas. It is important that fencing is properly dug-in to treat any surface water flow and is maintained as required, including removal of accumulated sediment.

7. Additional mitigation measures to minimize the potential for inputs of sediments and other contaminants into the wetlands, watercourses and the environment in general include proper maintenance on construction equipment with respect to refuelling, washing and fluid changes, and proper disposal of fluids, filters and other waste materials. None of this work should take place within 30 metres of any surface water features.

The report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in this report are properly implemented. Therefore, the severance proposal will be consistent with the Natural Heritage policies of the County of Renfrew Official Plan, 2021, and the Provincial Policy Statement (PPS), 2020.

5. **AGENCY COMMENTS**

Twp. of Admaston/Bromley	Favourable comments were received. The Drain Superintendent does not have a problem with the proposed consents.
Hydro One Networks Inc. (HONI)	HONI has no objection in principle to the proposed severance provided HONI's easement rights are protected and maintained. HONI advised that any placement of permanent structures, facilities or landscaping within the transmission corridor is prohibited without the prior written approval of HONI. For any future site plans, plan of subdivision and/or condominium applications, the owner must make arrangements satisfactory to HONI.
County Public Works & Engineering	No comments or concerns

6. **GENERAL PLANNING COMMENTS**

As indicated in Part B – Section 1 of this report, the Provincial land use planning issues to be addressed are Minimum Distance Separation (MDS 1) of a new sensitive (residential) land use from existing livestock and manure operations, significant valleylands, and wildland fire.

Minimum Distance Separation

The Provincial Policy Statement (PPS), the County of Renfrew Official Plan and the Township of Admaston/Bromley Zoning By-law require compliance with MDS 1. MDS 1 must be calculated for all livestock facilities within 1500 metres of the proposed severed

lots. Our records indicate that the following properties have barns within 1500 metres: **336 Micksburg Rd, 190 Micksburg Rd, 189 Micksburg Rd, 87 Micksburg Rd, 677 Cobden Rd, 795 Cobden Rd, 707 Mcpeak Line, 602 Mcpeak Line, 15 Pit Rd and 75 Camley Line.**

MDS1 was calculated, and the results were favourable with the exception of 87 Micksburg Road. The new lots do not meet the minimum required separation distance of 259 metres. However in accordance with Guideline #41 in the Minimum Distance Separation (MDS) Document, for proposed lots without an existing dwelling that are greater than 1 hectare in area, MDS 1 setbacks are measured as the shortest distance between a 0.5 hectare or larger building envelope (for a potential dwelling) and either the surrounding livestock occupied portions of the livestock barns, manure storages or anaerobic digesters.

The proposed lots are 1 hectare in area, and are able to meet the MDS 1 setback with a 0.5 hectare building envelope; therefore, the proposed lots meet the MDS 1 requirements.

Significant Valleylands

Portions of the severed and retained lands are impacted by significant valleylands, as identified on Official Plan Schedule B-Map 4-Natural Heritage Features. Section 2.2(8)(f) of the Official Plan requires the natural features to be protected from negative impacts from development. Proposed development that occurs in or within 120 metres of the feature is required to be supported by an Environmental Impact Study (EIS) that demonstrates there will be no negative impacts on the valleylands.

A Scoped Environmental Impact Study (EIS) was submitted in support of the consent applications. The report concluded that there will be no adverse impacts as a result of the proposed development on the unevaluated wetlands and watercourse/valleyland located on/adjacent to the lands to be severed, provided the mitigation measures outlined in the EIS are properly implemented.

As a condition of consent, a development agreement implementing the mitigation measures of the scoped Environmental Impact Study (EIS) is required.

Wildland Fire

Portions of the retained lands fall within areas that pose a wildland fire risk, as identified on Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNRF) assessment and standards. Since the retained lands are large in area with room to develop outside of the lands affected by the wildland fire hazard, and no development is proposed, no further work is required.

Lot Size and Private Servicing

The Official Plan generally requires that all new lots be a minimum of 0.4 hectares (1 acre) in area with 45 metres of frontage on an open and maintained public road. Lots that are less than 1 hectare in area would require a hydrogeological assessment to confirm that the lot can be supported by private servicing. The assessment would confirm a potable source of water (quality and quantity) and that the lot can support the

additional septic system (nitrate impact assessment). A hydrogeological assessment is required for lots that are less than 1 hectare in area. Alternatively, if the lots are increased to a minimum of 1 hectare in area, a hydrogeological assessment will not be required.

The lots are 1 hectare in size; therefore a hydrogeological assessment is not required.

Consent Policies

Section 14.3(3) of the Official Plan permits the creation of three new lots from the original holding. Our records indicate that there has been one lot created from the original holding. This proposed lot would constitute the 4th new lot.

Section 14.3(4) of the Official Plan states that an additional two lots are permitted above the three lots normally considered, provided certain criteria are considered. The criteria is that the proposed lots do not conflict with abutting uses; do not lead to demand for increased municipal services; complete the development potential of the holding; do not create a concern with ribbon development; the first three lots severed under subsection 14.3(3) have been developed; and that the lots can be adequately serviced with potable water and a private sewage system.

The Township has confirmed that a house in the final stages of being built on the property. The proposed lot is 1 hectare in size and can adequately be serviced by private well and septic system. No issues are anticipated with the creation of the 4th lot.

Transportation

The severed and retained lands have road frontage on Micksburg Road, which is a municipal road. Favourable comments were received from the Township Public Works Department.

The retained lands also have road frontage on Cobden Road, which is a County Road. Favourable comments were received from the County of Renfrew Public Works and Engineering Department.

Hydro One Networks Inc.

The retained lands are affected by a hydro easement. Hydro One Networks Inc. (HONI) was circulated. HONI has no objection in principle to the proposed severance provided HONI's easement rights are protected and maintained. HONI provided comments regarding future development. HONI comments will be attached to the decision.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted. ☒
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☐

(d) Conditions to the giving of consent should be considered for the following:

- ☒ Registered Plan of Survey:
- ☐ Zoning By-law Amendment:
- ☐ Minor Variance:
- ☐ Private Road Agreement:
- ☒ Development Agreement:

That the owner enter into a Development Agreement with the County of Renfrew registered on title, implementing the mitigation measures contained in the scoped Environment Impact Study (EIS), prepared by Jp2g Consultants Inc., and Muncaster Environmental Planning.

That the County of Renfrew be provided with a letter of undertaking to register the agreement after the certificate/registration of the new property is created.

- ☐ Site Plan Control Agreement:
- ☐ Notice on Title:
- ☐ Shoreline Road Allowance Closure / Acquisition:
- ☐ Other:

(e) There are serious planning concerns, refusal is recommended. ☐

(f) Other Recommendations: ☐

Date: January 8, 2024

Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
Senior Planner

JUL/2022

**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: January 18
To: Council
From: Steve Visinski
Re: Public Works December 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 December.

Township

Recycling for the township was picked up as usual, weekly from the Stone Road Transfer site and every three weeks 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. 911 signs have been measured and installed as per requests.

2023 ended with a total of 23 weather events. This was around average with there being 38 events in 2020, 23 in 2021 and 26 in 2022.

Current Projects

- Cold patching is ongoing weather permitting.
- Snowplowing and sanding operations are underway when required. There were three (3) weather events during the month of December pertaining to snow.
- Iceblading on gravel roads were completed.
- Maintenance of equipment is ongoing.

Upcoming Events

- Maintenance of Equipment will continue.
- Cold patching will continue as needed weather permitting.
- Snow plowing and sanding operations will be underway when needed.
- Grading/Ice Blading will continue weather permitting.
- Guiderails are to be installed over the new culvert on McMahon road that the County Of Renfrew installed in November.

Recommendation for Council:

BE IT RESOLVED THAT the Council receive the Public Works December 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: January 18th, 2024
To: Council
From: Jennifer Charkavi
Re: Traffic Speed Policy

Background:

The Operations Committee discussed at their January 18, 2024 Committee meeting the a Traffic Speed Policy to create a procedure to handle complaints concerning speeds on township roadways.

Discussion:

The Operations Committee recommended to Council to pass the Traffic Speed Policy.

Financial Implications:

Signage costs associated with changing speeds.

People Consulted:

Steve Visinski, Public Works Superintendent (Acting)

Recommendation for Committee:

BE IT RESOLVED THAT Council adopt the Traffic Speed Policy.

Township of Admaston/Bromley Corporate Policies

DEPARTMENT: Roads

COVERAGE: Public Works

POLICY: Traffic Speed

POLICY # 2024-01

DATE: January 2024

Revision/Review Date:

PAGE:

1

POLICY STATEMENT:

The Township of Admaston/Bromley maintains roadways throughout the township. The County and the Province also have highways that run through the township which are not part of the Township's jurisdiction.

PROCEDURE:

1. Speeds on Township roadways will be reviewed upon the receipt of a complaint.
2. The Public Works Superintendent may also review roads at any time.
3. Roadways that are reconstructed or constructed will be reviewed for speed.
4. The Public Works Department will put the roadway(s) in question through the Transportation Association of Canada (TAC) – Canadian Guidelines for Establishing Posted Speed Limits and will be used to determine the appropriate speed for the roadway(s) in question.
5. The speed for the roadway(s) determined by the TAC – Canadian Guidelines for Establishing Posted Speed Limits will be presented to Council for approval and the necessary Speed By-Law amended.
6. Should a Consultant be hired to redesign a roadway, their recommendations for speed will be applied to the roadway.
7. Complainants will be provided the staff report and recommendations provided to Council, as well as Council's decision.
8. Roadways that have been reviewed by the Public Works Department and presented to Council shall not be reviewed again unless significant road work has been completed.
9. Roadways that fall within the Highway Traffic Act – Built up Area, the Highway Traffic Act regulation will be applied to those roads.

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REPORT

Date: January 18th, 2024
To: Council
From: Jennifer Charkavi
Re: Traffic Speed By-Law

Background:

The Operations Committee discussed at their January 18, 2024 Committee meeting the speed complaints received for Lynch Road and Micksburg Road. Committee discussed at the meeting a Traffic Speed Policy to create a procedure to handle complaints concerning speeds on township roadways.

Discussion:

The Operations Committee recommended to Council to pass the Traffic Speed Policy. Resulting from that Council now has the information necessary to change the speed limits on Lynch Road and Micksburg Road.

Financial Implications:

Costs associated will be approximately \$800 for signage.

People Consulted:

Steve Visinski, Public Works Superintendent (Acting)

Recommendation for Committee:

BE IT RESOLVED THAT Council pass By-Law 2024-03, being a by-law to reduce the speed limit on municipal roadways.



AORS
PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

January 8, 2024

Dear Head of Council, Deputy Head of Council and Councillors,

Your local Public Works department provides invaluable services within your community. Without the dedicated public works employees that you are fortunate to have, many basic functions in your community would not be able to happen. Without maintained roads, your emergency services (police, fire, and ambulance) would not be able to respond to calls, school buses could not run to get children to school, and your residents would not be able to leave to work, school, appointments, children's extra-curriculars and any other activity important to them. Additionally, as you work with the provincial government to tackle the housing crisis, your communities require more core infrastructure to handle the growth. For the health and safety of our communities it is important we keep our Public Works department staff complement full, and well trained.

Public Works departments across the province have already begun to feel the impacts of labour shortages, and as we will begin to see many retirements across the province, the shortage will become even more exasperated. From a recent survey that AORS completed with public works departments from across Ontario, we know that 91.5% of respondents will be hiring entry level positions in the next three to five years. However, we are already seeing the start of the labour shortage. From our survey, we found that 70% of respondents already reported getting less than five applications for entry level positions when posted, and the top three challenges municipalities are currently facing is a lack of applicants, applicants that do apply not meeting the required qualifications and municipalities having to compete with private sector positions.

Over the last year, AORS has been dedicating much of our advocacy to encouraging youth to consider careers in public works through career fairs, local government presentations to students, developing printed resources for guidance counsellors and much more. AORS has also been working closely with Fanshawe College Corporate Training Solutions to develop a Municipal Operator Course that would train potential municipal equipment operators to come to your municipality with the basic knowledge they need to begin maintaining your core infrastructure. This would be the first course of its kind that would attract potential students from across the Province of Ontario. To fund this endeavor, AORS has applied for a Skills Development Fund through the Province's Ministry of Labour, Training, Immigration and Skilled Trades. We are reaching out to you for your support in our application and your advocacy to the province on why having more – and qualified – applicants to our public works departments are so imperative.

We would ask that you consider passing the following motion:

WHEREAS, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as

emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

THEREFORE IT BE RESOLVED, that (INSERT MUNICIPALITY NAME) supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

AND THAT, (INSERT MUNICIPALITY NAME) calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, (INSERT MUNICIPALITY'S NAME)'s Member of Provincial Parliament (INSERT LOCAL MPP NAME) and the Association of Ontario Road Supervisors.

We appreciate your on-going support and should you have any questions or concerns, please do not hesitate to contact AORS for all things municipal public works!

Best regards,



John Maheu
AORS Executive Director



Dennis O'Neil
AORS Member Services Coordinator



Christie Little
AORS Training and Programming Coordinator



Kelly Elliott
AORS Marketing and Communications
Specialist

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REPORT

Date: January 15, 2024
To: Council
From: Kelly Coughlin
Re: December 2023 YTD Financial Overview

Background: n/a

Discussion:

During the month of December, notable receipts include:

- 1) PIL receipts in the amount of \$4,414.06
- 2) Additional Building Permits of \$5,570.00.
- 3) Interest revenue on the operating bank account far exceeded original budget projections. Currently we have recorded \$60,475.19 with December interest still to be recorded.

As for the year-to-date expenditures, as mentioned in previous meetings and committee meetings, there are several line items that are at or exceeding budget estimates.

On the expenditure side of things, Administration wages are exceeding budget. Upon further investigation, the excess amount relates to interim Treasurer wages and overtime payout for administration staff.

Fire Wages are currently over budget however, there are some year end adjustments that need to be recorded that will reduce this expenditure.

Osceola Landfill site maintenance expenditures are over budget by \$23,491.14 due to increased Public work staff time being charged to this account as well as property taxes for landfill.

Public Works budget for wages were not adjusted to reflect the impact of the new wage grid adopted by Council in late 2022. As a result, several jobs, ex. Supervision, inspection etc. are over budget as a result. 2024 budgets have been adjusted to account for actual wage / benefit costs.

Public Works standby expenditure for 2023 has exceeded budget. Upon further investigation, the payroll system charges a percentage related to benefits to the weekly standby amount. That was not accounted for in the 2023 budget. It has been accounted for in the 2024 budget.

As mentioned in previous financial overviews, several areas within the Public Works department have exceeded budget allocations. These job functions include: Brushing, Culvert Maintenance, Grass & Weeds, Cold Patching, etc. to name a few. These overages are due in large part to budgets not being adjusted to reflect actual wages / benefits for the department nor have they been adjusted to reflect the actual cost of materials. Budget amount have remained unchanged for the past several years.

Financial Implications:

There are still a number of year end adjusting entries to complete, transfers to / from reserves and recording of debt before the final surplus / deficit is determined.

People Consulted:

Jennifer Charkavi - CAO/Clerk

Recommendation for Council:

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

December 2023 Financial Overview

	December YTD	Budget
REVENUE		
Taxation	(2,767,611.45)	(2,760,923.00)
Municipal Drains	(38,125.59)	(40,000.00)
OMPF	(440,000.00)	(440,000.00)
OCIF	(579,201.00)	(579,200.00)
Canada Community Building Fund	(97,221.10)	(97,130.00)
Recycling Revenue	(64,137.18)	(63,548.00)
Other Grants	(45,913.74)	(54,200.00)
Waste Management Fees	(26,337.50)	(29,000.00)
Planning Fees	(11,840.00)	(4,500.00)
Roads Revenue	(45,153.80)	(75,000.00)
Other Fees & Charges	(406,817.19)	(81,088.00)
Building Permits	(65,970.00)	(59,000.00)
Capital Lease	-	(189,000.00)
Proceeds f/ debt	-	(477,870.00)
Transfer f/ reserves	-	(384,450.00)
County	(1,413,191.34)	(1,412,246.71)
School Boards	(788,888.60)	(786,848.91)
TOTAL REVENUE as of December 31, 2023	(6,790,408.49)	(7,534,004.62)
EXPENDITURES		
General Government	604,638.10	726,955.00
Council	101,781.01	112,520.00
Building	64,048.60	32,100.00
Police and Health & Safety	398,316.97	400,000.00
Fire Protection Agreements	51,223.64	51,003.00
Fire	521,084.00	482,585.00
Animal Control/ Livestock/ Drains & Planning	5,008.34	9,250.00
Waste Management	323,551.64	306,606.00
Recreation	49,276.10	43,790.00
Library	24,170.00	24,250.00
Drains & Planning	89,243.36	118,300.00
Public Works	2,551,839.28	2,766,550.00
Debt Repayment	259,376.86	261,000.00
Transfer to County	1,451,968.31	1,412,246.71
Transfer to School Boards	789,064.57	786,848.91
TOTAL EXPENDITURES as December 31, 2023	7,284,590.78	7,534,004.62
SURPLUS / (DEFICIT)	(494,182.29)	-

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
TAXATION			
General Municipal - Taxation	40-10-237	(2,737,134.85)	(2,745,003.00)
General Municipal - Supplementaries	40-20-221	-	-
TOTAL GENERAL MUNICIPAL TAXATION		(2,737,134.85)	(2,745,003.00)
COUNTY & SCHOOL BOARDS TAXATION REVENUE			
County	40-10-227	(1,408,099.68)	(1,412,246.71)
English - Public	40-10-247	(571,288.66)	(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		(2,194,948.59)	(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	(12,135.20)	
English - Separate	40-20-223	(788.82)	
French - Public	40-20-224	(301.80)	
French - Separate	40-20-225	(44.98)	
Education - Not Directed	40-20-226	-	
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	10,025.34	
English - Separate	40-21-223	858.99	
French - Public	40-21-224	301.80	
French - Separate	40-21-225	44.98	
Education - Not Directed	40-21-226		
TOTAL WRITE-OFFS		88,866.04	-
PAYMENTS IN LIEU			
Canada	40-40-220	(746.36)	(710.00)
Ontario	40-40-221	(4,399.15)	(4,000.00)

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Power Dams	40-40-222	(5,001.22)	(5,000.00)
Municipal Enterprises	40-40-223	(3,259.07)	(3,080.00)
County	40-40-224	(1,341.89)	(1,240.00)
MNR - Fire Agreement	40-40-225	(343.36)	(330.00)
Hydro One	40-40-227	(1,559.62)	(1,560.00)
PIL - County Share	40-40-228	(4,147.01)	
PIL - English Public	40-40-229	(87.98)	
TOTAL PAYMENTS IN LIEU		(20,885.66)	(15,920.00)
TOTAL TAXATION		(4,969,691.39)	(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)
TOTAL DRAINS		(38,125.59)	(40,000.00)
GRANTS			
Ontario Municipal Partnership Fund (OMPF)	40-50-220	(440,000.00)	(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	(1,993.44)	(5,000.00)
Drains Superintendant Grant	40-50-228		(5,000.00)
Student Employment	40-50-229	(2,170.00)	(5,400.00)
Recycling Grant	40-50-230	(64,137.18)	(63,548.00)
Transfer from Deferred Revenue (Canada Community Building Fund)	40-50-231	(97,221.10)	(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	(579,201.00)	(579,200.00)
ICIP COVID - Douglas Fire Garage	40-50-242		
OPP - CSPT Grant	40-50-243		
TOTAL GRANTS		(1,226,473.02)	(1,234,078.00)

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
FEES & SERVICE CHARGES			
Tax Certificates	40-70-220	(3,400.00)	(3,500.00)
Lottery Licenses	40-70-221	(114.45)	(400.00)
Roads Revenue	40-70-223	(45,153.80)	(75,000.00)
Tipping Fees-Stone Road Site	40-70-224	(2,120.00)	(1,500.00)
Tipping Fees-Osceola Site	40-70-225	(24,217.50)	(27,500.00)
Planning & Zoning	40-70-226	(10,850.00)	(4,000.00)
Septic Usage Permits	40-70-227	(350.00)	(500.00)
Consents	40-70-228	(200.00)	
Zoning Certificates	40-70-230	(440.00)	
TOTAL FEES & SERVICE CHARGES		(86,845.75)	(112,400.00)
OTHER REVENUE			
Dog Licensing	40-80-220	(2,125.00)	(2,000.00)
Building Permits	40-80-221	(55,570.00)	(50,000.00)
Sewage Permits	40-80-222	(10,400.00)	(9,000.00)
Penalties-Taxes	40-80-223	(23,851.50)	(30,000.00)
Interest Income - Operating Acct	40-80-224	(60,475.19)	(15,000.00)
Miscellaneous	40-80-226	(1,463.20)	(3,000.00)
Interest - Accounts Receivable	40-80-227	(49.70)	-
Sale of TCA's	40-80-228	(1,100.00)	
Revenue-Surplus	40-80-229		-
Rental	40-80-230	(8,808.94)	(8,500.00)
Recycling	40-80-231	(54.00)	(50.00)
Police Revenue	40-80-232	(3,154.76)	(2,500.00)
Interest Earned - OCIF	40-80-234	(9,085.99)	-
Interest Earned - Gas Tax	40-80-235	(5,515.32)	
Horton Twp Reimbursement - Building	40-80-236	(13,121.02)	
Special Occasions	40-80-292	(580.00)	-
Gain/Loss on Disposal of Assets	40-80-295		-
Fire Agreement - NAW	40-90-225	(3,750.00)	(7,500.00)
Fire - Levy	40-90-220	(257,477.00)	
Fire - Standby Fees	40-90-221	(3,750.00)	
Fire - Investment Income	40-90-222	(1,510.76)	(380.00)
Fire Calls	40-90-223	(7,220.36)	(8,258.00)
Fire - Miscellaneous	40-90-224	(210.00)	

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
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		(469,272.74)	(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		(6,790,408.49)	(7,534,004.62)
ADMINISTRATION COSTS			
General Employment Costs			
Wages - General Admin	50-10-101	356,575.25	328,910.00
Transfer to PW (50% Admin wages)	50-10-102	(30,500.00)	(30,500.00)
Taxable Benefits - General Admin	50-10-108		-
Income Tax - General Admin	50-10-111		
CPP - General Admin	50-10-112	16,289.29	13,380.00
EI - General Admin	50-10-113	6,447.76	5,220.00
Group Insurance - General Admin	50-10-114	35,275.51	38,860.00
OMERS - General Admin	50-10-115	31,039.10	34,640.00
WSIB - General Admin	50-10-118	11,973.54	10,650.00
EHT - General Admin	50-10-119	7,140.24	6,415.00
Provisional Pay Review	50-10-120		-

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Total General Employment Costs		434,240.69	407,575.00
Utilities			
Telephone - Stone Rd	50-10-221	1,492.51	2,000.00
Fax	50-10-222	1,234.70	1,000.00
Furnace Fuel - Stone Road	50-10-223	3,215.56	3,500.00
Internet	50-10-224	2,714.31	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	1,428.58	2,400.00
Hydro - Osceola Building	50-10-234	313.29	450.00
Total Utilities		16,781.58	17,600.00
Office Expense			
Office Supplies	50-10-241	9,389.91	9,000.00
Postage	50-10-242	4,743.84	3,500.00
Postage Meter	50-10-243	3,142.04	5,000.00
Photo Copier	50-10-244	2,881.73	2,700.00
Total Office Expense		20,157.52	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	475.46	2,000.00
Building - Stone Road	50-10-254	6,579.49	5,500.00
Building - Barr Line	50-10-257	20.34	1,000.00
Cleaning - Barr Line	50-10-258	4,700.90	4,610.00
Supplies - Barr Line	50-10-259	491.38	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	245.57	600.00
Water Testing - Stone Road	50-10-264	245.57	600.00
Cleaning - Stone Road	50-10-269	5,283.00	4,610.00
Total Building Maintenance		18,194.35	21,580.00
Training & Development			

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Training	50-10-273	5,259.29	3,500.00
Information Technology	50-10-280	15,515.44	13,000.00
Municipal Website	50-10-281	1,239.39	2,500.00
Laptops	50-10-282		-
Staff Conventions	50-10-271	4,374.01	8,500.00
Total Training & Development		26,388.13	27,500.00
General Overhead			
Legal - General	50-10-261	8,117.81	3,000.00
General Mileage	50-10-272	4,398.44	3,000.00
Financial Expense	50-10-290	1,509.70	10,000.00
PSAB Compliance	50-10-291		-
Interest	50-10-292		-
Election	50-10-300	175.00	
Admin - Capital	50-10-301	21,639.16	127,500.00
Advertising	50-10-320	4,553.08	4,000.00
Clearing Acct	50-10-321	0.26	
Penny Rouding	50-10-322		
Association	50-10-330	4,006.24	3,500.00
Audit	50-10-350	9,931.22	24,000.00
Awards	50-10-359		2,000.00
Petty Cash	50-10-360	211.50	1,000.00
Insurance	50-10-370	16,603.98	11,500.00
Donations & Grants	50-10-380	6,055.71	6,500.00
Miscellaneous	50-10-391	4,430.87	3,500.00
Special Occasions	50-10-392	7,239.97	3,000.00
Total General Overhead		88,872.94	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

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
TOTAL ADMINISTRATION COSTS		604,638.10	726,955.00
COUNCIL			
Wages - Council	50-20-101	79,671.02	79,670.00
Income Tax - Council	50-20-111		-
CPP - Council	50-20-112	3,729.36	3,700.00
Group Insurance - Council	50-20-114	4,093.48	5,000.00
EHT - Council	50-20-119	1,563.78	1,550.00
Council Conventions	50-20-221	3,404.23	3,000.00
Council Mileage & Expenses	50-20-222	5,503.14	9,000.00
Council Laptops	50-20-223		-
A/V System-Council Chambers	50-40-232	3,816.00	3,600.00
NEW Transfer to Reserve - Election			7,000.00
TOTAL COUNCIL		101,781.01	112,520.00
BUILDING & SEWAGE			
Building Wages	50-40-101	40,453.90	18,810.00
Septic Wages	50-40-102	8,100.00	4,000.00
Taxable Benefits - Building	50-40-110		
Income Tax - Building	50-40-111		-
CPP - Building	50-40-112	1,167.68	
EI - Building	50-40-113	1,113.97	430.00
Group Insurance - Building	50-40-114	5,517.56	6,375.00
WSIB - Building	50-40-118	1,596.46	615.00
EHT - Building	50-40-119	952.06	370.00
OMERS - Building	50-40-120	2,122.50	
Building - Supplies	50-40-230	3,024.47	1,500.00
TOTAL BUILDING & SEWAGE		64,048.60	32,100.00
PROTECTION			
Policing			
Police Contract	50-30-220	378,681.06	380,330.00
R.I.D.E. Duty	50-30-224	9,116.60	7,000.00
Total Policing		387,797.66	387,330.00
Police Services Board			
Wages - PSB	50-30-201	950.18	1,470.00

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Committee Pay - PSB	50-30-202	800.00	1,100.00
PSB Mileage & Expenses	50-30-217	2,150.00	2,100.00
Total Police Services Board		3,900.18	4,670.00
Health & Safety			
By-Law Enforcement	50-30-222	4,803.79	2,000.00
Emergency Plan	50-30-223	1,137.10	3,000.00
Health and Safety Inspections	50-30-225	678.24	3,000.00
Total Health & Safety		6,619.13	8,000.00
TOTAL POLICE & HEALTH & SAFETY		398,316.97	400,000.00
Fire Protection Agreements			
Fire - Renfrew Agreement	50-30-231	38,421.00	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		51,223.64	51,003.00
Fire Employment Costs			
Wages - Fire	50-30-101	(3,604.78)	
Income Tax - Fire	50-30-111		
CPP - Fire	50-30-112	(301.48)	
EI - Fire	50-30-113	(124.60)	
EHT - Fire	50-30-119	(70.69)	
Fire Wages	50-30-122	119,585.04	110,000.00
Fire Support Wages (50-30-101)	50-30-123	1,782.00	1,500.00
CPP	50-30-125		20.00
EI	50-30-126		110.00
WSIB - Fire	50-30-118	8,881.46	9,000.00
WSIB	50-30-128		
EHT	50-30-129		1,800.00
Total Employment Costs		126,146.95	122,430.00
Overhead			
Prevention	50-30-131	3,982.43	5,100.00
Insurance	50-30-117	15,029.30	17,920.00

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Licenses	50-30-135	573.26	520.00
Grounds & Building	50-30-136	2,773.87	3,000.00
Clothing	50-30-127		-
Total Overhead		22,358.86	26,540.00
Vehicle Costs			
Fuel	50-30-141	4,505.92	6,000.00
Equipment Maintenance	50-30-142	8,949.69	10,900.00
Vehicle Maintenance	50-30-143	18,916.01	13,800.00
Mileage	50-30-144	3,750.70	3,000.00
Dry Hydrant	50-30-147	6,217.98	
Mileage			
NEWTransfer to Reserves - Vehicles			25,000.00
NEWTransfer to Reserves - New Fire Hall			-
Total Vehicle Costs		42,340.30	58,700.00
Fire Capital			
Fire Capital	50-30-230	19,843.24	
Equipment NEW	50-30-145	23,135.58	39,200.00
SCBA's	50-30-149		189,000.00
Total Capital Costs		42,978.82	228,200.00
Utilities			
Hydro	50-30-151	1,261.90	3,000.00
Heat	50-30-152	9,533.36	10,500.00
Propane Generator	50-30-153	486.88	
Total Utility Costs		11,282.14	13,500.00
Miscellaneous			
Fire Fighters Certification Course Costs	50-30-162		5,000.00
Office & Supply	50-30-161	1,863.36	1,000.00
Food	50-30-162	326.85	1,000.00
Christmas Dinner	50-30-163		1,500.00
HST	50-30-164		-
Health & Safety	50-30-170	11,722.42	11,700.00
Mutual Aid	50-30-171	100.00	125.00
Hall Supplies	50-30-172	49.75	100.00

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Equipment Rental	50-30-173		2,000.00
Extrication	50-30-174		2,500.00
Fire - Douglas Advance	50-30-234	257,477.00	
Due to Townshio	50-30-175		
Total Miscellaneous		271,539.38	24,925.00
Communications			
Telephone	50-30-181	4,336.61	5,900.00
Dispatch	50-30-182		650.00
Internet	50-30-183		540.00
Fluent MS	50-30-184	100.94	1,200.00
Total Communication		4,437.55	8,290.00
TOTAL FIRE PROTECTION		521,084.00	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	1,943.44	5,000.00
Livestock Valuer	50-50-232	416.35	500.00
Agriculture Veterinary Unit	50-50-233	709.48	750.00
Fence Viewers	50-50-234		100.00
Total Livestock		3,069.27	6,350.00
TOTAL ANIMAL CONTROL		5,008.34	9,250.00
WASTE MANAGEMENT			
Waste Employment Costs			
Wages - Waste Management	50-60-101	55,305.27	56,010.00
Income Tax - Waste Management	50-60-111		
CPP - Waste Management	50-60-112	2,531.99	2,500.00
EI - Waste Management	50-60-113	1,261.95	1,280.00
OMERS - Waste Management	50-60-115	2,353.66	2,296.00
WSIB - Waste Management	50-60-118	1,808.48	1,830.00

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
EHT - Waste Management	50-60-119	1,078.42	1,090.00
Total Waste Employment Costs		64,339.77	65,006.00
Landfill Operations			
Mtce-Stone Rd Transfer Station	50-60-231	40,704.06	42,000.00
International Compactor	50-60-262		-
Mtce-Douglas Transfer Station	50-60-232	20,542.75	26,000.00
Western Star Compactor	50-60-261		-
Mtce-Osceola Landfill Site	50-60-233	79,491.14	56,000.00
Osceola Landfill Site-Hydro	50-60-235	567.97	600.00
Osceola Landfill Expansion	50-60-236	48,450.48	50,000.00
Waste - Interest	50-60-238		-
Stone Road Building	50-60-237	27.37	
Osceola Landfill - Legal	50-60-239	2,493.13	
Total Landfill Operations		192,276.90	174,600.00
Recycling			
Rec-Stone Rd Transfer Station	50-60-241	17,893.38	20,000.00
Rec-Douglas & Osceola Sites	50-60-242	13,228.15	14,000.00
Total Recycling		31,121.53	34,000.00
Well Testing & Reports			
Well-Stone Rd Transfer Station	50-60-251	11,379.53	12,000.00
Well-Douglas & Osceola Sites	50-60-252	24,433.91	21,000.00
Total Well Testing & Reports		35,813.44	33,000.00
TOTAL WASTE MANAGEMENT		323,551.64	306,606.00
RECREATION and LIBRARY			
Recreation Employment Costs			
Wages - Library	50-70-101	1,163.44	-
Wages - Recreation	50-70-102		
Income Tax - Recreation	50-70-111		-
CPP - Recreation	50-70-112	171.50	-
EI - Recreation	50-70-113	103.47	-
OMERS - Lib	50-70-115	136.63	
WSIB - Recreation	50-70-118	88.28	-
EHT - Recreation	50-70-119	52.64	-

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Total Recreation Employment Costs		1,715.96	-
Recreation Expenses			
Douglas Recreation	50-70-221	6,000.00	6,000.00
ARC Recreation	50-70-222	4,215.46	4,000.00
Recreation User Fees	50-70-223	28,100.00	28,300.00
Northcote Community Centre	50-70-224	1,650.00	1,650.00
Water Testing - Douglas Complex	50-70-226	245.57	500.00
BV Rec Agreement	50-70-228	2,000.00	
Recreation Insurance	50-70-240	5,349.11	3,340.00
Total Recreation Expenses		47,560.14	43,790.00
Library Expenses			
Renfrew Library User Fees	50-70-231	420.00	500.00
Bromley St. Michael Library	50-70-232	23,750.00	23,750.00
Total Library Expenses		24,170.00	24,250.00
TOTAL RECREATION		73,446.10	68,040.00
DRAINS & PLANNING			
Municipal Drain Maintenance	50-80-220	8,100.34	25,000.00
Tile Drainage	50-80-230	41,778.67	30,000.00
Drainage Superintendent	50-80-250	200.00	1,000.00
Planning Fees	50-80-260	6,093.16	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		89,243.36	118,300.00
ROADS OVERHEAD	60-10-001		
Advertising		1,063.14	2,500.00
Associations		1,192.24	1,000.00
Conventions			-
Training		5,920.08	9,500.00
Financial Expense		25.00	-

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Telephone		2,923.96	3,000.00
Cell Phone		2,360.41	1,700.00
Radios		3,883.02	6,000.00
Munic. Drain Maintenance			-
Hydro		5,049.90	6,000.00
Security			-
Garage Maintenance		16,862.55	10,000.00
Garage Equipment/Supplies		6,620.87	8,000.00
Garage Energy Audit			-
Furnace		19,086.05	20,000.00
Insurance		36,450.90	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		885.89	1,750.00
Safety Equipment		3,087.23	3,500.00
Secretarial Wages and Deductions		30,500.00	30,500.00
Supervision		90,357.03	80,000.00
Inspections		16,120.55	12,000.00
Technology		1,831.68	6,500.00
On Call Phone and Wages		20,942.46	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		266,324.96	268,750.00
ROADS MAINTENANCE	60-10-002		
Roadside Maintenance			
Brushing		23,768.41	20,000.00
Culvert Maintenance		19,435.68	15,000.00
Ditching		33,585.77	40,000.00
Flood Control		7,754.77	10,000.00
Grass & Weeds		22,717.81	20,000.00
Catch Basin		1,740.10	3,000.00
Snow Fencing		2,046.48	1,500.00
Subtotal: Roadside Maintenance		111,049.02	109,500.00

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Hard Top			
Cold Patching		87,251.70	75,000.00
Subtotal: Hard Top		87,251.70	75,000.00
Loose Top			
Dust Control		48,341.11	60,000.00
Grading		77,495.62	60,000.00
Gravel Resurfacing (Gravel contract)		143,390.88	150,000.00
Patching & Washouts		17,391.78	20,000.00
Subtotal: Loose Top		286,619.39	290,000.00
Winter Control			
Sanding		216,582.26	200,000.00
Snow Plowing		223,742.02	160,000.00
NEW Winter Control Contingency to Reserves		-	20,000.00
Subtotal: Winter Control		440,324.28	380,000.00
Traffic			
Signs		12,070.05	8,000.00
Civic Signs		3,231.71	1,000.00
Centre Line Marking		6,629.96	7,500.00
Guide Rails		2,346.84	2,000.00
Street Lights-Hydro & Maint.		3,685.13	3,500.00
Street Maintenance		11,253.71	10,000.00
Subtotal: Traffic		39,217.40	32,000.00
Total Roads Maintenance		964,461.79	886,500.00
EQUIPMENT	60-10-003		
V34		19,265.22	17,000.00
V36		7,932.53	8,000.00
V39 1 Ton		14,785.51	15,000.00
Total Equipment		41,983.26	40,000.00
Other Roads Capital	60-10-004		
Traffic Counters			

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Tandem Truck			
Equipment Shed			
Grader (replace V27)		545,435.67	500,000.00
Garage Roof (Stone Road & Cobden Road)			
Golf Course Road - Horton Agreement			
Total Roads Capital		545,435.67	500,000.00
Roads Capital (Construction funded by Gas Tax, O	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		148,314.75	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 Maintenace Program		64,316.92	100,000.00
Total Roads Capital Program		646,137.60	986,300.00
Remediation work			
South McNaughton			
Barr Line			
Lynch Road			
Colton Road			
Culhane Road			
McPeak Line			
English Road			
Swamp Road			
Kunopaski Road			

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
Gauthier Road			
Lynch Road			
Briscoe Road			
Desmond Road			
McGuinty Road			
Spence Line			
Stoqua Creek Road			
Dunmore Road			
Gallagher Road			
2023 Culvert Replacement Program **NEW**		25,630.54	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		87,496.00	85,000.00
Debt Repayment	60-10-004		
5 Year Loan IO (By-law# 2020-51)		51,373.98	52,000.00
10 Year Loan IO (By-law# 2022-20)		102,780.98	103,000.00
20 Year Loan IO (By-law #2022-21)		105,221.90	106,000.00
Total Debt Repayment		259,376.86	261,000.00
2019 Spring Flood Event	60-10-006	-	-
COVID-19	60-10-007	-	-
Extraordinary Expense - Insurance	60-10-008	-	-
Total ROADS		2,811,216.14	3,027,550.00
Transfer to County & School Boards			
County - Taxation	50-90-220	1,451,968.31	1,412,246.71
English Public - Taxation	50-90-230	573,528.77	571,288.66
English Separate - Taxation	50-90-240	192,087.03	192,119.56
French Public - Taxation	50-90-250	7,362.29	7,359.82

FINANCIAL OVERVIEW DECEMBER 2023

		YTD December 2023	2023 Budget
French Separate - Taxation	50-90-260	16,086.48	16,080.87
TOTAL TRANSFER TO COUNTY & SCHOOL BOARDS		2,241,032.88	2,199,095.62
TOTAL EXPENDITURES		7,284,590.78	7,534,004.62
SURPLUS (DEFICIT)		(494,182.29)	-

FINAL CAPITAL BUDGET - 2023

DEPARTMENT / ITEM	YTD December 2023	2023 BUDGET	FUNDING								
			Reserves	Fire Levy	Taxation	Sale Proceeds	Capital Lease	Debt	OCIF	CCBF	Total
ADMINISTRATION											
New Phone System	5,795.24	9,000.00	9,000.00								9,000.00
IT Disaster Recovery Plan	3,908.35	4,000.00	4,000.00								4,000.00
Email Security	-	4,000.00			4,000.00						4,000.00
Accounting Software	11,935.57	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	21,639.16	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	13,813.95	10,000.00		10,000.00							10,000.00
											-
SCBA's	-	189,000.00					189,000.00				189,000.00
											-
TOTAL FIRE	13,813.95	228,200.00	10,000.00	29,200.00	-	-	189,000.00	-	-	-	228,200.00
ROADS											
Vehicles											
Grader (Replace V27)	545,434.67	500,000.00				75,000.00		425,000.00			500,000.00
Sub-Total Roads Equipment	545,434.67	500,000.00	-	-	-	75,000.00		425,000.00	-	-	500,000.00
Road Construction / Rehabilitation											
South McNaughton - Butler to Bonnechere - Various Works	148,314.75	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	194,711.93	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	230,215.53	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 Maintenance Program	64,316.92	100,000.00	100,000.00		-						100,000.00
Total Roads Construction / Rehabilitation	646,137.60	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	25,630.54	35,900.00			35,900.00						35,900.00
Total Remediation / Culvert Maintenance Program	87,496.00	85,000.00	-	-	85,000.00	-		-	-	-	85,000.00
TOTAL ROADS	1,279,068.27	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	51,373.98	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	259,376.86	261,000.00	-	-	261,000.00	-	-	-	-	-	261,000.00
TOTAL CAPITAL BUDGET	1,573,898.24	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 December 31, 2023

Computer Cheques	Vendor	Date	Amount	Description
26083	BEARCOM CANADA CORP	12/07/23	203.40	
26084	BELL MOBILITY INC	12/07/23	189.51	
26085	BUSKE OFFICE EQUIPMENT	12/07/23	164.75	
26086	KAREN CLEMOW	12/07/23	63.02	
26087	COUNTY OF RENFREW	12/07/23	945.22	
26088	KELLY COUGHLIN	12/07/23	30.00	
26089	CUNNINGHAM SWAN	12/07/23	2,203.50	Osceola Landfill-Legal
26090	DELL CANADA INC	12/07/23	2,692.05	Server Upgrade-iCity
26091	DOUGLAS FIRE DEPARTMENT	12/07/23	162,477.00	Final Levy
26092	FORWARD THINKING	12/07/23	84.75	
26093	BRIAN HAMILTON	12/07/23	302.47	
26094	1172264 ONTARIO INC	12/07/23	2,517.11	November Recycling
26095	Ministry of Finance	12/07/23	2,248.12	EHT - November
26096	BANK OF MONTREAL	12/07/23	1,169.28	
26097	OLMSTEADS HOME HARDWARE	12/07/23	36.13	
26098	OMERS	12/07/23	17,639.32	Nov-23
26099	PETRO-CANADA FUELS INC	12/07/23	355.47	
26100	RECEIVER GENERAL	12/07/23	28,011.14	Gov Remittance - Nov 23
26101	XPLOARNET	12/07/23	106.21	
26127	BANK OF MONTREAL	12/14/23	570.24	
26128	BARRON DISPOSAL SYSTEMS INC	12/14/23	565.00	23-Nov
26129	BENSON AUTO PARTS	12/14/23	383.69	
26130	CENTRAL SQUARE	12/14/23	4,004.45	iCity Mitgration
26131	BANK OF MONTREAL	12/14/23	1,864.01	
26132	COBDEN & DISTRICT	12/14/23	2,000.00	2023 Donation
26133	DEDO, BRIAN	12/14/23	5,424.00	Nov-23
26134	DELTA POWER EQUIPMENT	12/14/23	147.79	
26135	EMTERRA ENVIRONMENTAL	12/14/23	5,710.69	Nov-23
26136	CHARLES RAY GIESLER	12/14/23	240.00	
26137	HOLLY TRANSPORTATION	12/14/23	203.07	
26138	HYDRO ONE	12/14/23	1,279.64	
26139	JP2G CONSULTANTS INC	12/14/23	651.49	
26140	KERR RANDY	12/14/23	240.00	
26141	BRAD MAY	12/14/23	240.00	
26142	MCHALE, MICHAEL J.	12/14/23	120.00	
26143	MCNULTY, GRANT	12/14/23	477.27	
26144	KIRK MILLER	12/14/23	120.00	
26145	Ministry of Finance	12/14/23	10,828.68	Tile Debenture
26146	MUNISOFT	12/14/23	246.34	
26147	NESTOR IT SERVICES	12/14/23	473.00	IT Support
26148	PURDIE, JAMES	12/14/23	120.00	
26149	CURTIS SCHULTZ	12/14/23	120.00	
26150	THE SECURITY COMPANY	12/14/23	169.50	
26151	TOWN OF RENFREW	12/14/23	24,281.00	2023 Fire Agreement
26152	ULTRAMAR	12/14/23	75.28	
26153	VALLEY NAPA AUTO PARTS	12/14/23	38.28	
26154	VISINSKI, STEVE	12/14/23	120.00	
26155	W.O. STINSON & SON LTD.	12/14/23	1,042.49	
26156	AEBI SCHMIDT CANADA INC	12/20/23	280.15	
26157	ASSOCIATION Of MUNICIPALITIES	12/20/23	2,081.22	2024 Membership
26158	BENSON AUTO PARTS	12/20/23	117.09	
26159	BELL CANADA	12/20/23	357.67	
26160	BELL CANADA	12/20/23	119.73	
26161	BORER, JUDY	12/20/23	20.00	
26162	BRIDGECAST INC.	12/20/23	231.60	
26163	CAMBIUM INC	12/20/23	1,412.50	Osceola Landfill
26164	COUNTY OF RENFREW	12/20/23	52.00	
26165	DWAYNE COULAS	12/20/23	868.36	
26166	DONOHUE, MICHAEL	12/20/23	421.60	
26167	DOUGLAS FIREMAN'S	12/20/23	2,400.00	Donation to Association VFF
26168	EGANVILLE LEADER LTD	12/20/23	254.25	
26169	ANGELA FIELD	12/20/23	122.40	
26170	FRIDGEN, DENNIS	12/20/23	248.40	
26171	ED GILCHRIST	12/20/23	1,423.24	Livestock Compensation
26172	HEARTSAFE EMS - OTTAWA	12/20/23	154.27	
26173	HORTON, TOWNSHIP OF	12/20/23	813.57	Retirement Gift DF
26174	LECLAIRE ANDREA	12/20/23	107.44	
26175	KEVIN LEGRIS	12/20/23	133.28	
26176	LOCAL AUTHORITY SERVICES LTD	12/20/23	66.80	
26177	MCHALE, MICHAEL J.	12/20/23	448.88	

Payment Register December 31, 2023

26178	Ministry of Finance	12/20/23	3,980.31	EHT - December 2023
26179	BANK OF MONTREAL	12/20/23	1,091.30	
26180	MUNISOFT	12/20/23	123.17	
26181	OMERS	12/20/23	13,593.76	Dec-23
26182	PETRO-CANADA FUELS INC	12/20/23	6,542.12	
26183	MINISTRY OF FINANCE	12/20/23	31,149.79	Dec 23-Police Contract
26184	PUROLATOR INC	12/20/23	104.59	
26185	RECEIVER GENERAL	12/20/23	28,208.10	Dec-23
26186	RENFREW HOME HARDWARE	12/20/23	14.66	
26187	TELUS	12/20/23	100.85	
26188	TRICKEY ET AL TAX TEAM INC	12/20/23	2,542.50	Tax Registration Costs
26189	ULTRAMAR	12/20/23	225.84	
26190	WORKPLACE SAFETY	12/20/23	11,186.56	Q4 Remittance
26191	BACKYARD GOURMET	12/31/23	1,880.32	
26192	BARRON DISPOSAL SYSTEMS INC	12/31/23	565.00	
26193	BUSKE OFFICE EQUIPMENT	12/31/23	330.75	
26194	CENTRAL SQUARE	12/31/23	2,974.73	iCity Mitigation
26195	JENNIFER CHARKAVI	12/31/23	40.00	
26196	KAREN CLEMOW	12/31/23	69.36	
26197	COMBETEK MULTIMEDIA	12/31/23	423.75	
26198	DELTA POWER EQUIPMENT	12/31/23	251.75	
26199	HOLLY'S GARAGE & TOWING	12/31/23	734.50	
26200	SHEILA KERR	12/31/23	20.00	
26201	LOCAL AUTHORITY SERVICES LTD	12/31/23	66.80	
26202	NESTOR IT SERVICES	12/31/23	1,652.63	IT Services-Server/Backup
26203	OTTAWA VALLEY OXYGEN LTD	12/31/23	123.12	
26204	PETRO-CANADA FUELS INC	12/31/23	3,807.24	
26205	MINISTRY OF FINANCE	12/31/23	3,753.89	R.I.D.E Duty
26206	RENFREW HOME HARDWARE	12/31/23	69.49	
26207	RENFREW COUNTY BUS LINES	12/31/23	200.00	
26208	RIVERVIEW METAL WORKS	12/31/23	1,459.08	V28-Repairs & Float Safety
26209	SCOTT & SONS HARDWARE	12/31/23	12.12	
26210	ULTRAMAR	12/31/23	194.04	
26211	CAMBIUM INC	12/31/23	2,542.50	Osceol Landfill
26212	EMTERRA ENVIRONMENTAL	12/31/23	5,494.43	Dec-23
26213	JP2G CONSULTANTS INC	12/31/23	587.60	
26214	TOWN OF RENFREW	12/31/23	1,500.00	Extrication Fees X 3
Total:			422,945.46	

Payments Printed: 107

TOWNSHIP OF ADMASTON/BROMLEY

DOUGLAS FIRE COMMITTEE
MINUTES

Wednesday November 22, 2023

At 7:00 p.m.

Present were Committee Members Ken Keill, Nathan Harris, Daryl Thom, Fire Chief Bill McHale and Deputy Fire Chief Patrick Donohue. Chairman Kevin LeGris arrived at 7:21. Regrets Committee Member Harry Stuart.

1. Committee Member Nathan Harris acted as Chair and called the meeting to order at 7:00 p.m.

2. Declaration of Pecuniary Interest—None

3. Approval of Agenda

Moved by Daryl Thom and seconded by Ken Keill

Be it resolved that the agenda for the November 22, 2023 meeting be approved.

Carried

4. Approval of Minutes of the October 11, 2023 meeting.

Moved by Ken Keill and seconded by Daryl Thom

Be it resolved that the minutes of the October 11, 2023 meeting be approved as read.

Carried

5. Business arising from previous meetings

FIREWORKS BYLAW—The sample bylaw was gone over line by line and suggestions were made on what to remove and ideas of what could be added. Chief Bill will rewrite and bring it back to the committee.

OLD SCBA'S—Chief Bill has researched and found they cannot be sold but can be given away.

COVERING COSTS OF GLASSES IN FACEPIECE'S—The committee felt the cost should be covered by the fire department as it is an essential part of the equipment for some of the firemen.

DISPERSAL OF OLD EQUIPMENT—Chief Bill research and found out that the name must come off the equipment and the fire department would not be liable for outdated equipment.

DRY HYDRANT ON CHRIS RUDDY ROAD—The hydrant if completed and working. The committee had a long discussion on the need for Public Works to take over the ownership of the dry hydrants. A large bill was received for work on this hydrant. The fire department does not have the tools to repair the dry hydrants. The committee felt that Public Works has a full-time paid staff to do the work and the Fire Department is volunteer staff.

Moved by Nathan Harris and seconded by Daryl Thom

Be it resolved that the Fire Committee requests that Admaston/Bromley council transfers ownership of Dry Hydrants to the Public Works Department of the Township of Admaston/Bromley.

Carried

6. CORRESPONDENSE

An email from Kelly Coughlin Treasurer-Deputy CAO/Clerk with the budget was received and reviewed. Changes were made. The secretary is to get a copy to the municipal office tomorrow.

An email from Jennifer Charkavi CAO Clerk was received and informed the committee that Chief Bill is now a part-time chief.

An email from Jennifer Charkavi CAO Clerk was received inviting the committee members and fire department staff to the Christmas Pary.

7. FUTURE OF THE FIRE COMMITTEE—The fire committee was set up when four townships owned the Douglas Fire Department. As it is owned by only Admaston/Bromley Township now the need for the committee has been questioned. Chief Bill explained that council would like the fire committee to transfer into the Protective Services Committee. This will be discussed at the December meeting. Chair Kevin LeGris likes the independent thinking on matters that comes from a committee like the fire committee and wondered if this is the right direction to be taking. There is a meeting scheduled for the second Wednesday in January 2024.

8. FIRE CHIEF'S REPORT

Chief Bill said he was proud of the work done by the firemen at the latest two structure fires. Seeing the hours of practice being put into action makes it all worth while.

Moved by Ken Keill and seconded by Nathan Harris

Be it resolved that the fire chief's report dated November 16, 2023 be accepted as presented.

Carried

9. **BILLS AND ACCOUNTS**—The voucher was reviewed.
Moved by Daryl Thom and seconded by Ken Keill

Be it resolved that the payment voucher dated October 31, 2023 in the amount of \$10,744.24 be paid.

Carried

10. **2023 FIRE COST UPDATE**
The wage costs for 2023 to date were reviewed

11. **BUDGETARY CONTROL REPORT OCTOBER 31, 2023**
The figures were reviewed.

12. **OPEN DISCUSSION**
Chief Bill reported that one of the firemen of 25 years is retiring at the end of the month.

13. **NEXT MEETING**—December 13, 2023

14. **ADJOURN**
Moved by Nathan Harris and seconded by Daryl Thom

Be it resolved that the meeting of November 22, 2023 be adjourned at 9:44 p.m.

Carried.

TOWNSHIP OF ADMASTON/BROMLEY

DOUGLAS FIRE COMMITTEE
MINUTES

Wednesday December 13, 2023
At 7:01 p.m.

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

1. Chairman Kevin LeGris called the meeting to order at 7:01 p.m.
2. Declaration of Pecuniary Interest—None
3. Approval of Agenda
Moved by Daryl Thom and seconded by Nathan Harris

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

Carried

4. Approval of Minutes of the November 22, 2023 meeting.
Moved by Nathan Harris and seconded by Harry Stuart

Be it resolved that the minutes of the November 22, 2023 meeting be approved as read.

Carried

5. Business arising from previous meetings
FIREWORKS BYLAW—Chief Bill is working on the bylaw and will bring it to a future meeting

FUTURE OF FIRE COMMITTEE—This may well be the last meeting of the committee in the fire hall. Chief Bill would like to meet as a committee for three to four meetings under the protective services to get a feel for it. He feels that the loss of the fire committee members would be a big loss of people who have the best interests of the fire department. Chief Bill is going to report to CAO Jennifer Charkavi that the committee stay.

6. CORRESPONDENCE

An email from Kelly Coughlin Treasurer-Deputy CAO/Clerk with and updated version of the budget was review and many changes were made. A copy of the changes will be forwarded to her.

7. NEW BUSINESS

Douglas and ARC recreation building inspections. Both buildings are to be inspected. The Douglas Recreation building has been done and Chief Bill's report has been forwarded to the Douglas Recreation Committee. Next week Chief Bill plans on inspecting the ARC building.

CHIEF'S MEETING—There were four guest speakers at the meeting. The Fire Chief of Smith Falls spoke on dispatching from the Smith Falls fire department. Chief Bill pointed out that the technology is much better. They are now open for the business of dispatching other fire departments at a cost. The second big piece of information to come from the chief's meeting is the CNL is going to be able to certify the "D" part of firemen's driver's licence using CNL fire trucks. Firemen would still be required to obtain the "Z" portion of driver's licence. This will be a big help when upgrading the firemen's licences.

8. FIRE CHIEF'S REPORT—The firemen's Christmas Party was held at Cull's Red Barn and the medals were presented. The press is coming to the fire hall to do a photo for the paper. The new entry tool that was recently purchased was demonstrated.

Moved by Harry Stuart and seconded by Nathan Harris

Be it resolved that the fire chief's report dated December 13, 2023 be accepted as presented.

Carried

9. BILLS AND ACCOUNTS—There four vouchers were reviewed

Moved by Nathan Harris and seconded by Daryl Thom

Be it resolved that the following four payment vouchers be approved for payment.

November 30, 2023	18,731.24
December 1, 2023	3,251.08
December 12, 2023	3,040.44
December 13, 2023	137,182.59

Carried

10. 2023 FIRE COSTS

The wage costs for 2023 were reviewed.

11. BUDGETARY CONTROL REPORT NOVEMBER 30, 2023

This report was reviewed.

12. OPEN DISCUSSION—the committee talked about going to the Christmas Party.

The members felt it was a very nice gesture to include all committee to bring everyone together.

13. NEXT MEETING—Tentative date is January 10, 2024 at the municipal office at 7

p.m.

14. ADJOURN

Moved by Daryl Thom and seconded by Harry Stuart

Be it resolved that the meeting of December 13, 2023 be adjourned at 8:39 p.m.

Carried

Douglas Fire Committee
Fire Chief Report
December 13, 2023

Date	Men	Hrs	Where	What
Nov 17	14	66		House
Nov 17	10	20		Truck Roll over
Nov 17	01	03		Clean fire hall
Nov 18/19	01	21	Practice	DZ course
Nov 20	09	18	Practice	burn permits/fuel trucks/clean SCBA
Nov 31	14	28		Control Burn
Nov 26	03	07	Practice	Weekend truck checks
Nov 27	09	18	Practice	Safety at fires
Dec 5	08	16		MVA

Douglas Fire Committee
Fire Chief Report
January 4, 2024

Date	Men	Hrs	Where	What
Dec 2	09	18		MVA
Dec 3	02	07	Practice	Weekend truck checks
Dec 5	06	12		MVA
Dec 11	12	24	Practice	training with paramedics
Dec 12	08	16		MVA
Dec 12	10	20		Truck on fire
Dec 12	01	03	Gwen Brohart	Clean fire hall
Dec 16	03	14	Practice	Weekend truck checks
Dec 18	09	16		MVA
Dec 18	02	02	Practice	Pick up truck at Riverview Metal
Dec 18	11	20		MVA
Dec 20	01	03	Gwen Brohart	Clean fire hall
Dec 23	02	03	Practice	Truck driving practice
Dec 24	04	08	Practice	Weekend truck checks
Dec 29	01`	03	Gwen Brohart	Clean fire hall
Dec 30	03	06	Practice	Weekend truck checks
Jan 04	08	16		MVA
Jan 04	10	27		Flue fire
Jan 05	01	03	Gwen Brohart	Clean fire hall

TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2024-03

**A BY-LAW TO REDUCE THE SPEED LIMIT ON
MUNICIPAL ROADWAYS**

WHEREAS Subsection (2) and (3) of Section 128 of the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended, authorizes the Council of a municipality by By-Law to prescribe a rate of speed of 40, 50, 60, 70, 80, 90 or 100 kilometers per hour for motor vehicles driven on a highway or portion of highway under its jurisdiction;

AND WHERE it is deemed expedient that the speed limit for motor vehicles on certain highways in the Township of Admaston/Bromley be either decreased or increased or both;

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

1. Notwithstanding any other by-law to the contrary, when the road as set out on the attached Schedule, is marked in compliance with the regulations under The Highway Traffic Act, the maximum rate of speed thereon shall be as outlined on Schedule 'A' attached to this by-law.
2. The penalties provided in Subsection (14) of Section 128 of The Highway Traffic Act shall apply to offenses against this by-law.
3. That this by-law shall have full force and effect from the date the portion of Highway is marked out in accordance with the regulations under the Highway Traffic Act.
4. That By-law 2022-73 be rescinded in its entirety.

READ a first and second time this 18th day of January, 2024

READ a third time and passed this 18th day of January, 2024.

Mayor

CAO/Clerk

Township of Admaston/Bromley

Schedule “A”
to
By-Law No. 2024-03

<u>Township Road</u>	<u>Description</u>	<u>Rate of Speed</u>
Kennelly Road	In the Township of Admaston/ Bromley in the County of Renfrew from the South McNaughton Road to the Stone Road (County Rd 5)	60 KPH
Opeongo Road	In the Township of Admaston/ Bromley in the County of Renfrew from the intersection of Highway 132 to the boundary of the Opeongo Road at the Town of Renfrew.	60 KPH
McGaghran Road	In the Township of Admaston/ Bromley in the County of Renfrew from Micksburg Road westerly for distance of 3.2 kilometres	60 KPH
Golf Course Road	In the Township of Admaston/ Bromley in the County of Renfrew from Hwy 60 to 1123 Golf Course Road	40 KPH
Micksburg Road	In the Township of Admaston/ Bromley in the County of Renfrew from 200 metres from the intersection of Pit/McGuinty Road travelling through Osceola to approximately 200 metres past McGaghran Road intersection	50 KPH
Lynch Road	In the Township of Admaston/ Bromley in the County of Renfrew from Stone Road to the intersection of Colten Road	70 KPH

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 2024	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.
June. 2023	Reserve Policy	Treasurer-Deputy CAO/Clerk	Jul-05	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
January. 2023	Strategic Planning Exercise	CAO/Clerk	Spring 2024	Work on delivering a Statagic Planning Exercise

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2024-04

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD JANUARY 18, 2024.**

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 the 18th day of January, 2024 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 18th day of January 2024.

READ a third time and finally passed this 18th day of January 2024.

Mayor

CAO/Clerk