

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday February 1, 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 Chief Building Official (CBO) Dwayne Coulas. Also present was Audio/Video System Specialist Nate Maclsaac.

Agenda Items 1 and 2 – Call Meeting to Order and Moment Silence

Mayor Donohue called the Meeting to Order at 7:30 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 01/02/24

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED that Council approve the agenda of February 1, 2024, Regular Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

- 5a Resolution to adopt Minutes of Special Council Meeting January 15, 2024
- 5b Resolution to adopt Minutes of Regular Council Meeting January 18, 2024

Resolution No. 02/02/24

Moved by Kevin LeGris, seconded by Angela Field

- BE IT RESOLVED that Council adopt the following Meeting Minutes:
- January 15, 2024, Special Council Meeting
- January 18, 2024, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

None.

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

- 7a **Site Plan Agreements** – Xplore Foy and Stone Road Report
 - i) i. Agreement – 1578 Foy Road - 2024-07
 - ii) ii. Agreement – 428 Stone Road - 2024-08

Resolution No. 03/02/2024

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council approve By-Law 2024-07, being a by-law to authorize the Mayor and CAO/Clerk to execute a Site Plan Agreement with Xplore. Inc. in relation to the property located at 1578 Foy Road, Part Lot 16, Concession 4, Admaston/Bromley, County of Renfrew.

Carried

Resolution No. 04/02/2024

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council approve By-Law 2024-07, being a by-law to authorize the Mayor and CAO/Clerk to execute a Site Plan Agreement with Xplore. Inc. in relation to the property located at 1578 Foy Road, Part Lot 16, Concession 4, Admaston/Bromley, County of Renfrew.

Carried

7b Consent Application – 141/23 Report

Council discussed the report noting that some of the information needs clarification from the County. Staff will communicate council's request to the County Planning Division, however the items requiring clarification did not affect the outcome of the motion.

Resolution No. 05/02/2024

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B141/23 submitted by the Applicants Michael Kelly and Tina Philippe, so long as requirements of commenting agencies are satisfied.

Carried

7c Building & Sewage Report – November & December 2023

Chief Building Official Dwayne Coulas highlighted the report.

Resolution No. 06/02/2024

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT the Council accepts the Building and Sewage report for November and December 2023, as information.

Carried

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

8a Ontario Trillium Foundation (OTF) – Capital Grant Recommendation

Resolution No. 07/02/2024

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council approve the Admaston/Public Library Board to apply for the Ontario Trillium Fund – Capital Grant.

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

Staff and Council who attended ROMA highlighted sessions that they had attended and that all municipalities in Ontario, whether large or small are all experiencing the same issues.

11a Roma Recap Report

Resolution No. 08/02/2024

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council receive the ROMA Conference Recap Report as information.

Carried

11b Sunshine Coach Report

Resolution No. 09/02/2024

Moved by Keith Gourley, seconded by Brian Hamilton

WHEREAS the Township has received a request for support from the Sunshine Coach Service, both financially and by By-Law;

NOW THEREFORE BE IT RESOLVED that Council approve By-Law 2024-10, being a by-law to declare support for the Sunshine Coach Service and agree that the Town of Renfrew will receive and be responsible for Dedicated Gas Tax Funds on behalf of the Township and that a financial contribution will be made on an annual basis.

Carried

11c Interim Tax Levy – New Date Report

Resolution No. 10/02/2024

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council adopt By-Law Number 2024-09, being a by-law to provide for an interim tax levy and for the payment of taxes, as well as penalty and interest charges for the non-payment of taxes or any installment by the due date.

Carried

11d Ontario Municipal Partnership Fund (OMPF) Notice and Allocation

Resolution No. 11/02/2024

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council receive the communication from the Ministry of Finance concerning the 2024 Ontario Municipal Partnership Fund (OMPF) allocation.

Carried

11e Borrowing By-Law Report

Resolution No. 12/02/2024

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council receive the Borrowing By-Law report as information as submitted and circulated;

AND FURTHER THAT Council adopt By-Law # 2024-06, being a by-law to authorize the borrowing of funds necessary to meet the current expenditures until property taxes are collected.

Carried

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

None.

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

Resolution No. 13/02/2024

Moved by Kevin LeGris, seconded by Angeal Field

BE IT RESOLVED THAT Council adopt the following By-Laws:

- 2024-06 – Borrowing By-Law
- 2024-07 – Site Plan Agreement – 1578 Foy Road
- 2024-08 – Site Plan Agreement – 428 Stone Road
- 2024-09 – Interim Tax Levy – New Date
- 2024-10 – Dedicated Gas Tax Funding – Sunshine Coach

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 14/02/24

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 Closed Session – Osceola Landfill Expansion

Resolution No. 15/02/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council move into a Closed Session at 8:17 p.m.

As per section 239 2(c) of the Municipal Act – a proposed or pending acquisition or disposition of land by the municipality or local board.

More specifically to discuss the Osceola Landfill Expansion

Carried

Council rose from Closed Session at 9:11 pm and had nothing to report.

Agenda Item 18 – Confirmatory By-Law

18a 2024-11 being a by-law to confirm proceedings of Council Meeting

Resolution No. 16/02/2024

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2024-11, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held February 1, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 17/02/2024

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that the Thursday, February 1, 2024, Township of Admaston/Bromley Council meeting be adjourned at 9:15 p.m.

Carried

Mayor

CAO/Clerk