

Township of Admaston/Bromley
Second Monthly Meeting

Council met for their second monthly meeting on Thursday February 15, 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 and CAO/Clerk Kelly Coughlin and Public Works Superintendent (Acting) Steve Visinski. 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. 18/02/24

Moved by Angela Field, seconded by Kevin LeGris.

BE IT RESOLVED that Council approve the agenda of February 15, 2024, Regular Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

5a Resolution to adopt Minutes of Council Meeting February 1, 2024

Resolution No. 19/02/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- February 1, 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

None.

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

None.

Agenda Item 9 – Operations Committee – Chair Brian Hamilton, All of Council

9a Joint Roads Operational Review Report

Council was pleased to receive the report but would like to review it in more detail.

Resolution No. 20/02/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council receive the Joint Roads Operational Review for the Townships of Admaston/Bromley, Greater Madawaska and Whitewater Region as circulated;

AND BE IT RESOLVED THAT Council direct staff to continue to work with the Townships of Greater Madawaska and Whitewater Region to determine if further recommendations can be implemented;

AND BE IT FURTHER RESOLVED THAT Council direct staff to continue to work with all neighbouring municipalities to find shared opportunities.

Carried

9b Road Occupancy Policy Report

Resolution No. 21/02/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council adopt By-Law 2024-12, being a by-law to regulate Road Occupancy Permits on Township open and maintained highways.

Carried

9c Public Works Report – January 2024

Resolution No. 22/02/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT the Council receive the Public Works January 2024 Report as information.

Carried

9d Furnace Replacement Report

Treasurer-Deputy CAO/Clerk Coughlin noted that this was an emergency repair and it is being recommended to add it to the 2024 Budget.

Resolution No. 23/02/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council approve the emergency repair costs associated with the replacement of the oil furnace at the Stone Road Garage;

AND BE IT FURTHER RESOLVED THAT the furnace be financed through the 2024 tax levy at an upset limit of \$9,000.00.

Carried

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

10a Environmental Monitoring and Reporting at Waste Sites 2024
ii) Jp2g 2024 Work Plan

Resolution No. 24/02/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council approve the Work Plan submitted by Jp2g for the Environmental Monitoring and Reporting of Waste Sites for 2024.

Carried

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

11a Financial Overview - January 2024

Resolution No. 25/02/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accept the January 2024 Year to Date Financial Overview Report (attached) as information as submitted and circulated.

Carried

11b Cheque Register – January 2024

Resolution No. 26/02/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council approve the Payment Register for January 2024.

Carried

11c Tangible Capital Assets report

Treasurer-Deputy CAO/Clerk Coughlin noted there were a few changes from the 2008 Tangible Capital Assets (TCA) and noted that the TCAs must be adopted by Council and reviewed periodically. A few notable changes were the addition of the Audio Visual Equipment in TCA 6 Policy and the equipment such as vehicles have a longer life than previously noted.

Resolution No. 27/02/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accept the Tangible Capital Asset report as information as submitted and circulated:

AND FURTHER THAT Council adopt the following policies:

Policy TCA-01 Policy REVISED February 2024

Policy TCA-02 Definitions REVISED February 2024

Policy TCA-03 Asset Categories REVISED February 2024

Policy TCA-04 Threshold REVISED February 2024

Policy TCA-05 Valuation Methods REVISED February 2024

Policy TCA-06 Useful Life REVISED February 2024

Policy TCA-07 Amortization Methods REVISED February 2024

Policy TCA-08 Classifications REVISED February 2024

Carried

11d 2023 Statement of Council Remuneration & Expenses

Resolution No. 28/02/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council accept the 2023 Statement of Council Remuneration & Other Expenses report as information as submitted and circulated.

Carried

11e Renfrew County Veterinary Services Committee Report

Resolution No. 29/02/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council receive the communication from the Renfrew County Veterinary Services Committee as information.

Carried

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

Mayor Donohue noted that the new Police Act comes into effect on April 1, 2024 and there is a meeting for staff and Councils on March 5 to provide information on the upcoming changes to the Detachment Police Board model.

12a Police Services Board Minutes November 27, 2023

Resolution No. 30/02/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the Police Services Board Minutes from November 27, 2023.

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

14a 2024-12 – Road Occupancy Policy

Resolution No. 31/02/2024

Moved by Kevin LeGris, seconded by Angela Field

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

2024-12 – Road Occupancy Policy

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 32/02/24

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

As per Section 239 2 (b) – personal matters about an identifiable individual, including municipal or local board employees.

More specifically to discuss the Goals & Objectives of the CAO/Clerk.

Resolution No. 33/02/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council move into a Closed Session at 8:28p.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 Goals & Objectives of the CAO/Clerk

Carried

Council rose from Closed Session at 8:54 pm and had nothing to report.

Agenda Item 18 – Confirmatory By-Law

18a 2024-13 being a by-law to confirm proceedings of Council Meeting

Resolution No. 34/02/2024

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2024-13, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held February 15, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 35/02/2024

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that the Thursday, February 15, 2024, Township of Admaston/Bromley Council meeting be adjourned at 8:56p.m.

Carried

Mayor

CAO/Clerk