

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday March 7th, 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 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 7:31 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 01/03/24

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED that Council approve the agenda of March 7, 2024, Regular Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

5a 5a Resolution to adopt Minutes of Council Meetings February 15 and Special Council Meeting February 20, 2024

Resolution No. 02/03/24

Moved by Angela Field, seconded by Kevin Legris

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- February 15, 2024, Regular Council Meeting
- February 20, 2024, Special 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 Consent Application Report – 183/23

Resolution No. 03/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B183/23 submitted by applicants Michael Kelly and Tina Philippe – Lynch Road and Dragonfly Way, so long as requirements of commenting agencies are satisfied.

Carried

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

8a Admaston/Bromley Public Library Board

Resolution No. 04/03/24

Moved by Keith Gourley, seconded by Kevin Legris

BE IT RESOLVED THAT Council receive the following from the Admaston/Bromley Public Library Board:

- January 23, 2024 Minutes
- Treasurer's Report – February 2024
- CEO's Library Report – February 2024

Carried

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

9a Traffic Speed Policy Report

Resolution No. 05/03/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Council to adopt the Traffic Speed Policy as presented and amended at the March 7, 2024 Council Meeting.

Carried

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

10a Osceola Landfill Expansion

Resolution No. 06/03/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Admaston/Bromley Council approve By-Law 2024-20, being a by-law to authorize the purchase of a portion of property being Part Lot 18, Concession 3, geographic Township of Bromley PT 1, Admaston/Bromley, Being part of PIN 57232-0238 LT, as shown on Draft Plan;

AND BE IT RESOLVED THAT the funds to purchase the above noted property will come from the Discretionary Reserves.

Carried

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

11a Succession Plan Policy Report

Resolution No. 07/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council to adopt the Succession Plan Policy as presented.

Carried

11b Use of Council Chambers Report

Resolution No. 08/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council to adopt the Council Chamber Use Policy as presented.

Carried

11c Council Conference Report

Resolution No. 09/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council approve the reallocation of the Mayor's allotted 2024 conference funds to the remaining Council members allotment for 2024;

AND BE IT RESOLVED THAT Council approve Council members using the remaining allotment to attend a second conference in 2024;

AND BE IT FURTHER RESOLVED THAT Council direct staff to estimate the costs required for Council members to attend two conferences in 2025 and that the policy be amended accordingly for future budget deliberations.

Carried

11d Summer & Holiday Schedule Report

Resolution No. 10/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council approve the closing of the Township office from noon on December 24, 2024 until and including January 1, 2025;

AND BE IT RESOLVED that Council approve the following Council meeting cancellations to the schedule for Regular Council meetings:

- July 4, 2024 – Cancelled
- July 18, 2024 – Cancelled
- January 2, 2025 – Cancelled

Carried

11e Kennelly Road Transfer Report

Resolution No. 11/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council adopt By-Law 2024-16, being a by-law to accept the transfer of part of the Kennelly Road described as Part Lot 29, Concession 8, Part 1 Plan 49R-20530, geographic Township of Admaston in the Township of Admaston/Bromley being part of PIN 57249-0035(LT).

Carried

11f MPAC Assessment of Commercial Property – Mayor Donohue

Resolution No. 12/03/24

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council receive the report from Mayor Donohue and confirm that staff shall not be directed to initiate the review of property assessments for accuracy.

Carried

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

12a Appointment to Joint Police Service Board Report

Resolution No. 13/03/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council adopt By-Law 2024-18, being a by-law to appoint a Council Member (Angela Field) to the Renfrew Detachment Police Service Board for the Renfrew Detachment Ontario Provincial Police.

Carried

12b Minutes of the Douglas Fire Department – January 10, 2024

Resolution No. 14/03/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the minutes from the Douglas Fire Committee meeting held January 10, 2024.

Carried

12c Fire Chief's Report – February 2024

Resolution No. 15/03/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the Fire Chief's report for February 2024.

Carried

12d Support Resolution – Expanding the Life of Fire Apparatus

Resolution No. 16/03/24

Moved by Kevin LeGris, seconded by Angela Field

WHEREAS By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

AND WHEREAS apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

AND WHEREAS fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

AND WHEREAS no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities

for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

THAT the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

Carried

12e MNRF Agreement Report

Resolution No. 17/03/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council adopt By-Law 2024-17, being a by-law to authorize the execution of an Agreement between the Ministry of Natural Resources and Forestry and the Corporation of the Township of Admaston/Bromley.

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

13a County Council Summary Report – January 2024 County Council Summary Report - February 2024

Resolution No. 18/03/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the County Council Summary Reports for the following:

- January 2024
- February 2024

Carried

Agenda Item 14 – By-Laws

14a 2024-16 Kennelly Road Transfer 2024-17 Ministry of Natural Resources & Forestry Fire Agreement

2024-18 Appointment – Joint Police Services Board
2024-20 Purchase of Land for Osceola Landfill Expansion

Resolution No. 19/03/24

Moved by Angela Field, seconded by Kevin LeGris

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

- 2024-16 – Kennelly Road Transfer
- 2024-17 – Ministry of Natural Resources & Forestry Fire Agreement
- 2024-18 – Appointment – Renfrew Detachment Police Service Board
- 2024-20 – Purchase of Land for Osceola Landfill Expansion

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 20/03/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council receive the Action Tracking List as information.

Carried

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2024-19 being a by-law to confirm proceedings of Council Meeting

Resolution No. 21/03/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that By-law 2024-19, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held March 7th, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 22/03/24

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that the Thursday, March 7, 2024, Township of Admaston/Bromley Council meeting be adjourned at 8:29p.m.

Carried

Mayor

CAO/Clerk