

Township of Admaston/Bromley
First Monthly Meeting
Thursday, April 4th, 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 March 21, 2024.

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

7a Consent Application B154/23 Report
i.i) Planning Report

- 7b Consent Application B144/23 Report
i. Planning Report

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

8a

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

9a Public Works Report – February 2024

9b National Public Safety Telecommunications Week Proclamation

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

None.

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

11a Marriage Officiant Report

i. i) Agreement

11b Annual Repayment Limit Communication – Ministry of Municipal Affairs & Housing

i. i) Annual Repayment Limit Guide - MMAH

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

12a Fire Committee Minutes – February 2024

12b Fire Chief's Report – March 2024

12c Fireworks By-law Report

i. i) Fireworks By-Law - See By-laws

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

13a County Council Summary Report – March 2024

14. **By-Laws**

14a 2024-22 Marriage Solemnization
2024-23 Fireworks By-Law

15. Old Business

15a Action Tracking List

15b B141/23 Corrected

15c B183/23 Corrected

16. New Business

17. **Closed Session**

17a

18. Confirmatory By-Law

18a 2024-24 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
Second Monthly Meeting

Council met for their secondly monthly meeting on Thursday March 21st, 2024.
Present were Deputy Mayor Brian Hamilton, Councillors Angela Field, Keith Gourley.

Mayor Donohue and Councillor LeGris sent their regrets.

Staff Members present were CAO/Clerk Jennifer Charkavi, Treasurer-Deputy
CAO/Clerk Kelly Coughlin and Public Works Superintendent Visinski.
Also present was Audio/Video System Specialist Nate Maclsaac.

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

Deputy Mayor Hamilton called the Meeting to Order at 7:33 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 23/03/24

Moved by Angela Field, seconded by Keith Gourley.

BE IT RESOLVED that Council approve the agenda of March 21, 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 March 7, 2024

Resolution No. 24/03/24

Moved by Angela Field, seconded by Keith Gourley.

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- March 7, 2024

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 – B169/23 Report

Resolution No. 25/03/24

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B169/23 submitted by applicants Michael Kelly and Tina Philippe – 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 Minutes – November 28, 2023

Resolution No. 26/03/24

Moved by Keith Gourley, seconded by Angela Field

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

- November 28, 2023 Minutes

Carried

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

9a Sand/Salt Shed Report

Council thanked Public Works Superintendent Visinski for the detailed report.

Resolution No. 27/03/24

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED THAT Council approves proceeding with the staff proposed rectangle style sand/salt shed through LAS Canoe Procurement Program for the complete installation of the foundation walls, steel structure, tarp style roof and asphalt floor.

Carried

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 February 2024 YTD Financial Overview

Resolution No. 28/03/24

Moved by Keith Gourley, seconded by Angela Field

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

Carried

11b February 2024 Payment Register

Resolution No. 29/03/24

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED THAT Council receive the communication from the Association of Municipalities of Ontario (AMO) titled: Social and Economic Prosperity Review.

Carried

11c Association of Municipalities of Ontario (AMO) Social Economic Prosperity Review

Resolution No. 30/03/24

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED THAT Council receive the communication from the Association of Municipalities of Ontario (AMO) titled: Social and Economic Prosperity Review.

Carried

Resolution No. 31/03/24

Moved by Angela Field, seconded by Keith Gourley

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need;

WHEREAS the province can, and should, invest more in the prosperity of communities;

WHEREAS municipalities and the provincial government have a strong history of collaboration;

THEREFORE, BE IT RESOLVED THAT the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; Minister of Municipal Affairs and Housing; the Minister of Finance; and to the Association of Municipalities of Ontario.

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

None.

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 32/03/24

Moved by Angela Field, 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 2024-21 being a by-law to confirm proceedings of Council Meeting

Resolution No. 33/03/24

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED that By-law 2024-21, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held March 21, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 34/03/24

Moved by Keith Gourley, seconded by Angela Field

BE IT RESOLVED that the Thursday, March 21, 2024, Township of Admaston/Bromley Council meeting be adjourned at 8:04 p.m.

Carried

Mayor

CAO/Clerk

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

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613-646-7918 Cobden Road Garage**

REPORT

Date: April 4, 2024
To: Council
From: Jennifer Charkavi
Re: Consent Application B154/23

Background:

A Consent application was submitted to the County of Renfrew proposing the creation of a new lot. The applicant is proposing the creation of a single lot approximately 0.75 hectares in size located along Ferguslea Road. The proposed retained lot is approximately 0.96 hectares in size. Both the retained and severed parcels back onto the K&P Trail.

The County of Renfrew Forestry and Trails Department noted that the property to be severed, the newly created lot, will be along the trail and the trail will be part of the regular maintenance that includes grading, mowing, dust suppression, brushing and grooming, and trail users.

A hydrogeology study was required to confirm a suitable supply of potable water and a site evaluation of the suitability of a septic system, including a nitrate impact assessment. Based on the study, the site can support the proposed development. There are recommendations and conclusions from the study within the Planning Report.

Minimum Distance Separation 1 (MDS 1) will have to be completed if the barns noted in the Planning report contain or are capable of containing livestock, or there is manure storage on the property. A condition of approval is the MDS data forms being completed.

Finally, a registered plan of survey will also be a requirement of the conditions.

Financial Implications:

None at this time.

People Consulted:

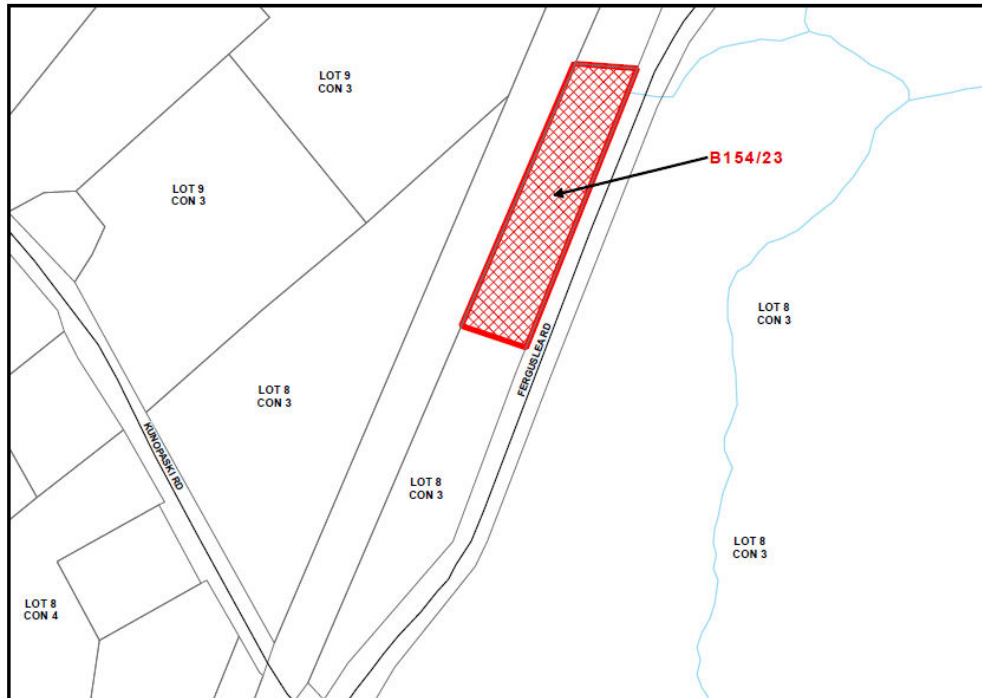
County of Renfrew – Development and Property Department
Chief Building Official
Public Works Superintendent
Drainage Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B154/23 submitted by applicant Andrew Herbert for 2428 Ferguslea Road, so long as requirements of commenting agencies are satisfied.

PART A - BACKGROUND

1. FILE NO.: **B154/23**
2. APPLICANT: Andrew James Herbert
Agent: Cameron J. Scott
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lot 8 CON.: 3 STREET: 2428 Ferguslea Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The Applicant is proposing the creation of a single lot approximately 0.75 hectares in size located along Ferguslea Road. The proposed retained lot is approximately 0.96 hectares in size. Both the retained and severed parcels back on to the K&P Trail.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	440.77 m	1.78 Ha	Residential Dwelling and Workshop
Severed	186.43 m	0.75 Ha	Vacant
Retained	254.34 m	0.96 Ha	Residential Dwelling and Workshop

8. SEVERANCE HISTORY

Number of new lots from original holding (1971) No previous severances

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural

Retained Rural

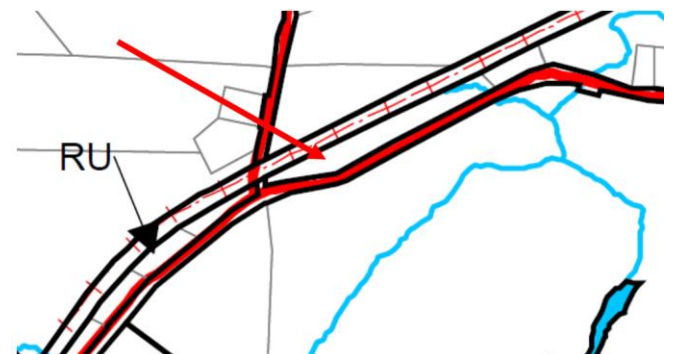


10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY

(2004-13) Zone(s):

Severed Rural (RU)

Retained Rural (RU)



Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	186.43 m	45 m	0.75 Ha	4047 m ²
Retained	254.34 m	45 m	0.96 Ha	4047 m ²

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

Policies Considered:

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land.

Sections Considered:

Section 1.1.4 Rural Areas in Municipalities

Section 1.1.5 Rural Lands in Municipalities:

Section 1.1.5.2 On *rural lands* located in municipalities, permitted uses are:

- a) the management or use of resources;
- b) resource-based recreational uses (including recreational dwellings);
- c) residential development, including lot creation, that is locally appropriate;
- d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices*, in accordance with provincial standards;
- e) home occupations and home industries;
- f) cemeteries; and
- g) other rural land uses.

Section 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

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*.

Section 1.2.6 Land Use Compatibility

Section 1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Section 1.6.7 Transportation Systems

Section 2.1 Natural Heritage

Section 2.1.1 Natural features and areas shall be protected for the long term.

Section 2.2 Water

Section 2.3 Agriculture

Section 2.3.4 Lot Creation and Lot Adjustments

Section 3.1 Natural Hazards - Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:

b) hazardous lands adjacent to river, stream and small inland lake systems

2. OFFICIAL PLAN

Policies Considered:

Sections:

- 2.2 (2) Minimum Distance Separations (MDS)
- 2.2.9(d) Wildland Fire Hazards
- 5.3(1) Permitted Uses in the Rural Designation
- 5.3(2) Residential Development in the Rural Designation
- 8.2(1)-(2) – uses permitted in the Environmental Protection designation
- 13.3(1) Provincial Highways
- 14.3(1) Consent Conformity
- 14.3(3-4) Number of Consents

3. ZONING BY-LAW

Provisions Considered:

Sections:

3.25 (a) Separation distances from a livestock

3.26(c) Setback from Roads

21.1 Permitted Uses in the Rural Zone

21.2 Provisions for Rural Zone

4. SUBMITTED STUDIES

Jp2g Consultants Inc. (Jp2g) was retained by Joni Herbert to undertake a hydrogeological assessment for a proposed severance on the property located at 428 Ferguslea Road on Part of Lot 8, Concession 3, in the geographic Township of Admaston, in the Township of Admaston/Bromley.

5. AGENCY COMMENTS

Twp. of
Admaston/Bromley

Overall the municipal comments were favourable.
The following comments were provided:

- Ensure all on-site septic systems conforms to OBC requirements and regulations.

County Forestry &
Trails

In a letter dated December 12, 2023 the Department of Public Works indicated that the property to be severed is located in proximity to a County of Renfrew, multi-use four season trail. This trail is maintained year round and will be subject to regular maintenance such as grading, mowing, application of dust suppression, brushing, grooming and more in support of the trail and its users; including recreational motorized vehicles. Due to the size of the property requested for severance, any dwelling, or related appurtenances, constructed here would be in close proximity to trail operations. Please include a note that identifies such.

Ministry of
Transportation

In an email dated December 7, 2023 the Ministry of Transportation indicated that the application is located outside of our area of control, therefore the Ministry of Transportation has no comments.

6. GENERAL PLANNING COMMENTS

The development proposes the severance of a 0.76-hectare (1.88 acre) lot from the 1.78-hectare (4.4-acre) property. Currently the 1.78 ha lot has an existing dwelling serviced by a well and septic system.

Consent Policies:

In accordance with the County of Renfrew Official Plan servicing policies 2.2(12)(a)(iii) and (f) and consent policies 14.3(11), the severance application requires a hydrogeology study confirming a suitable supply of potable water, and a site evaluation on the suitability of the lot for a septic system installation including a nitrate impact assessment. Accordingly, the intent of this study is to demonstrate the presence of an adequate supply of potable water in terms of both quantity and quality for the proposed development, and that the new lots are suitable for the installation of a new septic system.

Jp2g Consultants Inc. (Jp2g) was retained by Joni Herbert to undertake a hydrogeological assessment for the proposed severance on the property located at 428 Ferguslea Road on Part of Lot 8, Concession 3, in the geographic Township of Admaston, in the Township of Admaston/Bromley.

The study concluded that the nitrate value at the boundary is calculated to be 8.90 mg/L. Accordingly, the site can support the proposed development. Further, the following recommendations and conclusions were provided:

- Based on a review of water well records in the surrounding area, water bearing zones are present at depths between 9.1 and 66.7 meters below ground surface. Existing mapping and nearby water well records indicate the presence of shallow overburden materials consisting of silty sand overlying bedrock.
- Water well records indicate that the underlying bedrock aquifer provides an adequate supply of potable water.
- The water quality samples collected from the on-site well revealed a suitable potable groundwater supply for domestic use. All health-related parameters being below the ODWS. Treatment may be used to reduce aesthetic parameters if desired.
- It is recommended that any new wells be constructed as per O. Reg 903 and be completed at depths that approximate the depth of the on-site well.
- Based on the D-5-4 Lot Size Consideration, the 1.78 ha property can accommodate and effectively disburse effluent flows.
- The new sewage disposal system is to be installed in accordance with the Ontario Building Code and local building authority requirements.
- The water quality and quantity in the area is interpreted to be able to provide a suitable supply of potable water to support the proposed 0.76 ha severed lot along with the existing septic system.

Minimum Distance Separation (MDS):

Any new residential lots must meet Minimum Distance Separation 1 (MDS 1) requirements from existing livestock facilities on the retained lands and neighboring properties. MDS 1 must be calculated for all livestock facilities within 750 meters of the proposed severed lot. Our records indicate that the following properties have barns within 750 meters: 427 Ferguslea Rd, and 547 Ferguslea Rd.

If these barns contain or are capable of containing livestock, or there is manure storage on the property, an MDS 1 form must be completed for each livestock facility and/or manure storage and returned to our office to determine the minimum separation distance for the proposed lot. The form is available on the County website and may be filled out on-line by the farmer and printed. As a condition of approval, the MDS data forms must be submitted and the calculations from the Agrisuites Application must be favourable prior to the issuance of the certificate.

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:
 - Site Plan Control Agreement:
 - Notice on Title:
 - Shoreline Road Allowance Closure / Acquisition:
 - Other: As a condition of approval the completed MDS data forms must be submitted and the calculations from the Agrisuites application must be favourable prior to the issuance of the certificate.
- (e) There are serious planning concerns, refusal is recommended.
- (f) Other Recommendations: Attach the comments from the trails division regarding the multi-use Algonquin Trail

Date: March 14, 2024
Prepared by: Paul Moreau
Planner
Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

JUL/2022

Township of Admaston/Bromley

477 Stone Road, R.R. #2

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613-646-7918 Cobden Road Garage**

REPORT

Date: April 4, 2024
To: Council
From: Jennifer Charkavi
Re: Consent Application B144/23

Background:

A Consent application was submitted to the County of Renfrew proposing the creation of a right of way. The Applicant is requesting consent for a right-of-way being approximately 288 metres long by 19 metres wide (0.15 hectares in area). The right-of-way is in favour of Brian & Randy Linde, the adjacent property owner. The creation of the right-of-way follows the approval of applications B62(1)/23 and B63(2)/23. As a condition of approval of applications B62(1)/23 and B63(2)/23, the Applicant is required to have the access to 2690 Highway 132 on title. Hence the creation of the right-of-way and application B144/23.

The Ministry of Transportation (MTO) has requested the applicant to provide a draft plan showing the right of way and the lots under B63/23 and B63/23 for their locations before the plan is finalized as well as a survey of the right of way prior to the application being approved. The entrance permits are under the MTO's jurisdiction. And any developments located within 45 metres of MTO property line also require a Building and Land Use Application.

Financial Implications:

None at this time.

People Consulted:

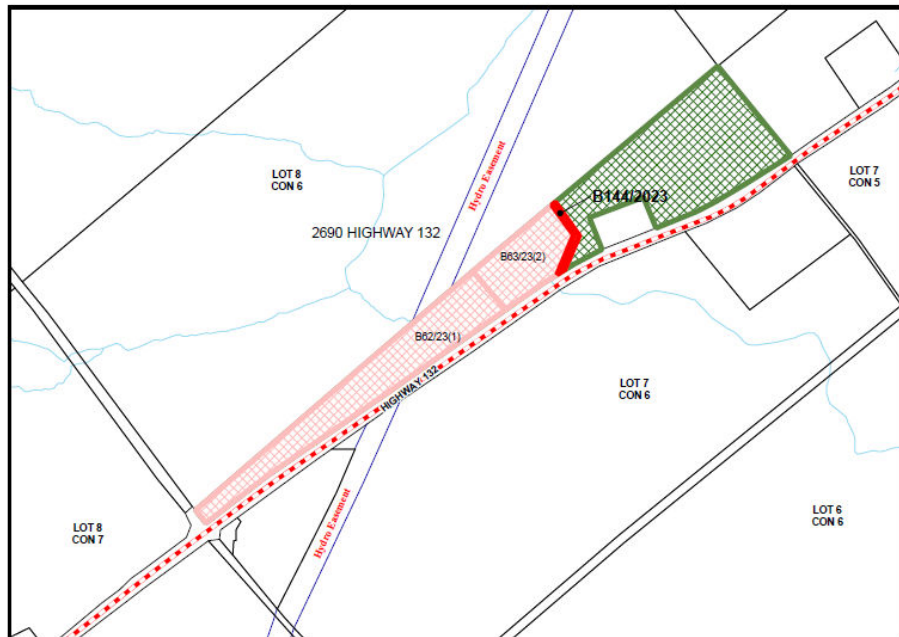
County of Renfrew – Development and Property Department
Chief Building Official
Public Works Superintendent
Drainage Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B144/23 submitted by applicant Jody Kelly for the creation of a right-of-way, so long as requirements of commenting agencies are satisfied.

PART A - BACKGROUND

1. FILE NO.: **B144/23**
2. APPLICANTS: Jody Kelly
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lot 7 CON.: 6 STREET: 2630 Highway 132
5. PURPOSE: Creation of a Right-of-Way in favour of Brian & Randy Linde and the lands being created under Consent Application B63/23(2).
6. DESCRIPTION OF APPLICATION: The owner is proposing to create a right-of-way in favour of the property located at 2690 Highway 132, and the lands being created under Consent Application B63/23(2). The right-of-way is proposed to be 0.15 hectares in area with 18 metres of road frontage along Highway 132.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	442 m	8.05 Ha	1 Dwelling, 2 garage, 1 shed, 1 carport, 1 outdoor pool, 1 workshop, 1 wood frame
Severed	18.00 m	0.15 Ha	Vacant – proposed right-of-way
Retained	424.00 m	7.90 Ha	1 Dwelling, 2 garage, 1 shed, 1 carport, 1 outdoor pool, 1 workshop, 1 wood frame

8. SEVERANCE HISTORY

Number of new lots from original holding (1971) 3 previous severances: B577/77, B62/23(1) & B63/23(2)

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural

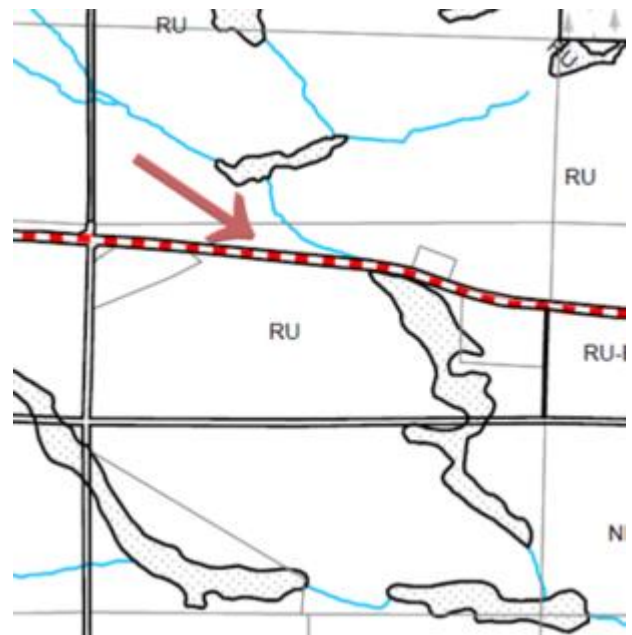
Retained Rural



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

Severed Rural (RU)

Retained Rural (RU)



Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	18.00 m	45 m	0.15 Ha	4047 m²
Retained	424.00 m	45 m	7.90 Ha	4047 m²

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

Policies Considered:

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land.

Sections Considered:

Section 1.1.4 Rural Areas in Municipalities

Section 1.1.5 Rural Lands in Municipalities

Section 1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.

Section 1.1.5.2 On rural lands located in municipalities, permitted uses are:

- a) the management or use of resources;
- b) resource-based recreational uses (including recreational dwellings);
- c) residential development, including lot creation, that is locally appropriate;
- d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
- e) home occupations and home industries;
- f) cemeteries; and
- g) other rural land uses.

Section 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

Section 1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.

Section 1.2.6 Land Use Compatibility

Section 1.6.7 Transportation Systems

Section 2.1 Natural Heritage

Section 2.1.1 Natural features and areas shall be protected for the long term.

Section 2.2 Water

Section 2.3 Agriculture

Section 2.3.4 Lot Creation and Lot Adjustments

Section 3.1 Natural Hazards

2. OFFICIAL PLAN

Policies Considered:

Sections:

- 2.2 (2) Minimum Distance Separations (MDS)
- 2.2.9(d) Wildland Fire Hazards
- 5.3(1) Permitted Uses in the Rural Designation
- 5.3(2) Residential Development in the Rural Designation
- 8.2(1)-(2) – uses permitted in the Environmental Protection designation
- 13.3(1) Provincial Highways
- 14.3(1) Consent Conformity
- 14.3(3-4) Number of Consents

3. ZONING BY-LAW

Provisions Considered:

Sections:

- 3.25 (a) Separation distances from a livestock
- 3.26(a) Setback from Provincial Highway
- 21.1 Permitted Uses in the Rural Zone
- 21.2 Provisions for Rural Zone

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of
Admaston/Bromley

Overall the municipal comments were favourable – December 18th, 2023. In a separate letter dated October 17, 2023, the Township Building & Sewage Inspector indicated that the severed lands are suitable for private sewage disposal, noting that all new private sewage system must conform to the current OBS standards.

Hydro One

In an email dated October 26, 2023 Hydro One indicated that they are in receipt of the application for Consent, B144/23 dated October 18th, 2023. Hydro One stated that they have reviewed the documents concerning the noted application and have no comments or concerns at this time, noting that their preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

Ministry of
Transportation

In an email dated October 31, 2023 the Ministry of Transportation requested that the applicant provide MTO with a draft plan showing the right-of-way (and the lots under B62/23 & B63/23) so that you can see their locations before the survey is finalized.

The Ministry of Transportation has reviewed the above application and we have no objection for the creation of two new lots with a registered right of way to give access to 2690 Highway 132.

In a separate letter dated October 31, 2023, the indicated that it would need to see the survey showing the registered right of way prior to this application being approved.

The applicant should be made aware that the subject properties are within the Ministry's permit control area as defined in the Public Transportation and Highway Improvement Act R.S.O. 1990.

Entrance Permits would be required for the new lots and the owner of 2690 Highway 132 would also need to apply for an entrance permit to validate his access to Highway 132.

Any developments located within 45 m of the MTO property line would also need to submit a Building and Land Use Application for our review.

The applicant can apply for these permits online at www.hcms.mto.gov.on.ca

6. GENERAL PLANNING COMMENTS

The Applicant is requesting consent for a right-of-way being approximately 288 metres long by 19 metres wide (0.15 hectares in area). The right-of-way is in favour of Brian & Randy Linde, the adjacent property owner. The creation of the right-of-way follows the approval of applications B62(1)/23 and B63(2)/23. As a condition of approval of applications B62(1)/23 and B63(2)/23, the Applicant is required to have the access to 2690 Highway 132 on title. Hence the creation of the right-of-way and application B144/23.

Transportation – MTO:

The subject lands are in close proximity to Highway 132. MTO has provided comments on the application noting that the Ministry has no objection, provided a right of way is registered on title to provide access to 2690 Highway 132. As a condition of approval the Applicant will be required to provide MTO with a draft plan of survey before the survey is finalized showing the right-of-way (and the lots under B62/23 & B63/23) for their review prior to the issuance of the certificate. The Applicant is to be made aware that Entrance Permits would be required for the new lots and the owner of 2690 Highway 132 would also need to apply for an entrance permit to validate his access to Highway 132. Further, any developments located within 45 m of the MTO property line would also need to submit a Building and Land Use Application for our review. The applicant can apply for these permits online at www.hcms.mto.gov.on.ca No additional land use planning issues have been identified in this application.

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:
 - Site Plan Control Agreement:
 - Notice on Title:
 - Shoreline Road Allowance Closure / Acquisition:
 - Other: That the Applicant provide the MTO with a draft survey showing the right-of-way (and the lots under B62/23 & B63/23) for their review and acceptance prior to it being finalized.

The letter provided by MTO should be attached note to the decision advising of the following:

- Entrance Permits would be required for the new lots and the owner of 2690 Highway 132 would also need to apply for an entrance permit to validate his access to Highway 132.
- Any developments located within 45 m of the MTO property line would also need to submit a Building and Land Use Application for our review. The applicant can apply for these permits online at www.hcms.mto.gov.on.ca

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

(f) Other Recommendations:

Date: February 8, 2024

Prepared by: Paul Moreau
Planner

Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

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: April 4th, 2024
To: Council
From: Steve Visinski
Re: Public Works February 2024 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 February.

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 Bi-Weekly Road inspections to ensure roads are meeting the Minimum Maintenance Standards. 911 signs have been measured and installed as per requests.

There was 1 (one) special weather events during the month of February. This was below average based on history with there being 9 events in February of 2023 and 7 events in February of 2022. The mild spring like weather has allowed staff to proceed with operations such as cold patching, brushing and road grading and sign reflectivity testing.

Current Projects

- Cold patching has been ongoing.
- Grading of gravel roads.
- Maintenance of equipment is ongoing.
- Sign Reflectivity Testing was completed and failed signs were ordered.
- Sanding operations took place when needed.

- New furnace and propane tank were installed at the Stone Road Garage.
- Load restriction signage was installed at the end of February.

Upcoming Events

- Maintenance of Equipment will continue.
- Cold patching will continue as needed.
- Grading will continue weather permitting.
- Brushing operations are underway in preparation for upcoming Capital Projects.
- Replacement of failed signage after reflectivity testing has been completed.
- New Canada and Township flags have been purchased and installed in the hamlet of Douglas and Osceola.
- Intersection and street sweeping will begin.
- Removal of snow fencing will take place.
- Preparation for Granular, Sand, Capital Projects and Vehicle tenders are underway.

Recommendation for Council:

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

PROCLAMATION

National Public Safety Telecommunicators Week (NPSTW)

April 14-20, 2024

Emergencies can strike without warning, necessitating immediate action and the involvement of well-prepared emergency services; and

The Ambulance Communications Officers of the Renfrew Central Ambulance Communications Centre serve as the unsung heroes and vital first point of contact in these critical moments, acting with speed, precision, and empathy. Ambulance Communications Officers skillfully dispatch two paramedic services and fifteen township fire departments, coordinating essential resources and personnel to manage crises effectively and efficiently. Their expertise and calm demeanor under pressure ensure the efficient coordination of life-saving services, bridging the gap between the community in distress and the swift response of emergency services. They uphold the highest standards of public safety, contributing significantly to the protection of life and property.

Their role as the cornerstone of the emergency response system is characterized by a remarkable commitment to providing care and ensuring the safety of both the public and emergency responders. Their professionalism, skill, and compassion exhibited by these dedicated individuals not only save lives but also provide reassurance and hope to those in urgent need.

THEREFORE BE IT RESOLVED THAT that the Township of Admaston/Bromley hereby declares April 14-20, 2024, as National Public Safety Telecommunicators Week and we call upon all citizens to acknowledge and celebrate the exceptional service and commitment of our local Ambulance Communications Officers, whose work is essential in maintaining the safety and well-being of our community.

Township of Admaston/Bromley

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REPORT

Date: April 4, 2024
To: Council
From: Jennifer Charkavi
Re: Marriage Solemnization

Background:

A request was received from an Admaston/Bromley resident and an existing Officiant interested in performing marriages, delegated by the Township as additional individuals as officiants for the Township. At the current time, one community member is appointed to perform marriages. This led staff to review the process. When the Organizational Review was completed, it was noted that this was a way for the municipality to earn revenue by either issuing marriage licenses or performing civil marriages. Currently, the system does not allow for the earning of revenue, but if Council approves, the system would be revised. We have reached out to Whitewater Township who conducts marriage solemnization with this process. They provided us with an agreement template and how the process works.

The existing appointed member would continue as is, as they are a legacy appointment (grandfathered) from 2017. Any newly appointed members would enter into an agreement with the Township. That agreement would include a portion from every marriage that they perform, anywhere in Ontario, would be payable to the Township, \$75.00. This not only provides the Township with revenue but also provides more individuals in our Township access to a Civil Marriage Officiant.

Section 224(c) of the *Municipal Act* states that council determines which services the municipality will provide and section 228 (4) states that the clerk may delegate in writing to any person, other than a member of council, any of the clerk's powers and duties under this and any other Act.

Ontario Regulation 285/04 under the Marriage Act allows Municipal Clerks as a class of person authorized to solemnize civil marriages. Designates may be delegated the authority by the Clerk in accordance with Section 228 of the Municipal Act. The Province does not monitor the Clerk's activities in relation to the Marriage Act, other

than on a complaint basis. It shall be the responsibility of the Clerk to ensure that all necessary training is provided to designates. Only those who have completed the necessary training, such as AMCTO's Marriage Solemnization Workshop or have relative experience and training and who have entered into the agreement will be able to be appointed as a Civil Marriage Officiant.

AMCTO's Marriage Solemnization Workshop - The *Marriage Act* has many regulations under which an "Officiant" - clerk or designate, must be familiar with and able to perform and administer civil marriage solemnization. In addition, regulations identified under the *Municipal Act* must be respected. This workshop will review all the critical components of both the *Marriage Act* as well as the *Municipal Act* and the legal obligations that must be addressed within each ceremony. Participants will review the full process – everything from first contact with potential clients up to and until the ceremony has been performed and completed. Participants will also learn about other judicial elements that may not be within the *Act*, but that are nevertheless critical to the effective process – this includes details around events, documents, venues, and other specific situations. There is a cost to take this course which prospective officiants would be required to take or demonstrate that they have the necessary training, experience to be a civil marriage officiant.

The Township office will not be used for Civil Marriage Ceremonies at this time. Staff will look into this in the future if there appears to be a need. Over the past ten (10) years, staff do not recall a civil marriage ceremony being held in the Council Chambers.

Financial Implications:

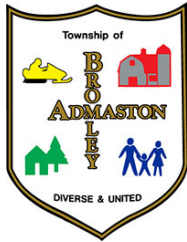
\$75.00 from every civil marriage ceremony will be received and placed into an account for the improvements to the Council Chamber and to the Barr Line Community Centre. As Council is aware, the improvements for the chamber were removed from the 2024 budget for cost savings and there is a desire to improve the BLCC.

People Consulted:

Clerk - Township of Whitewater Region

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council adopts By-Law 2024-22 to authorize the civil marriage solemnization services in the Township of Admaston/Bromley;



Agreement to Provide the Service of Civil Marriage Solemnizations Appendix "A" By-Law 2024-22

Date:

Name:

We are pleased to offer you this Agreement in order to assist in providing the service of Civil Marriage Solemnizations in the Township of Admaston/Bromley, and province of Ontario, as a Civil Marriage Officiant.

You will report to the CAO/Clerk and/or their designate. You are authorized to conduct civil marriage solemnization within the boundaries of the Province of Ontario. A standard civil marriage ceremony must incorporate all mandatory declarations under the Marriage Act and will be used at all civil marriage ceremonies. Civil marriage ceremonies shall be secular in nature, and no reference should be made to God or a Supreme Being, nor should the ceremony contain religious connotations. Should celebrants want a ceremony with religious connotations please make them aware of local Clergy in the community who may perform a religious ceremony. The term of this agreement shall expire on December 31, 2026, which may be extended at the Township's discretion and your agreement.

The Township of Admaston/Bromley charges a fee of \$75.00 for all newly appointed officiants appointed beginning in 2024, for a Civil Marriage Solemnization Service, which is to be paid directly to the Township. You are responsible for any insurance for your marriage solemnization service and for any payments required for Provincial or Federal tax purposes. You will be required to ensure all things associated with a service or business are completed as per required provincial or federal laws.

The CAO/Clerk will apply for the necessary marriage register(s) and once full, each register will be kept in the care and custody of the Clerk and the said register is the property of the Crown.

Should you, for any reason, not be able to conduct an agreed upon civil marriage ceremony, it is expected that you shall make alternative arrangements in advance and satisfactory to the couple(s). Failure to make reasonable alternative arrangements would negatively impact the reputation of the Township and will result in termination of this agreement.

All marriage ceremonies performed by Marriage Officiants appointed by the Township of Admaston/Bromley will be tracked by the CAO/Clerk through submission of a monthly listing provided by the appointed Officiants. Any marriage ceremony performed by a Township Officiant (CAO/Clerk or Designate) without the knowledge of the CAO/Clerk will be grounds for removal of the delegated authority and termination of this agreement.

Civil marriage ceremonies will not be conducted at the Township Office at this time. All civil marriage ceremonies will be organized by you and the celebrants. The Township of Admaston/Bromley does not provide you with any insurance coverage, nor provides any insurance for venues that you and the celebrants choose to utilize for the civil marriage ceremony.

You shall consider all information received from celebrants concerning civil marriage solemnizations that you perform as strictly private and confidential.

Should you terminate this Agreement with the Township of Admaston/Bromley, you agree to provide no less than one (1) month written notice of your resignation.

This letter shall constitute the entire Agreement, and supersedes any prior understandings or agreements between us, either written or verbal. Modifications to this agreement must be in writing and signed by both parties.

If you have any questions regarding this letter, please do not hesitate to contact me at 613-432-2885 ext 102 or cao@admastonbromley.com .

Sincerely yours,

Jennifer Charkavi
CAO/Clerk

I understand and accept the terms outlined above.

Signature

Date

Print Name Clearly _____

**Ministry of
Municipal Affairs
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 13th Floor
Toronto ON M7A 2J3
Email: MFPB@ontario.ca

**Ministère des Affaires
municipales et du Logement**

Direction des politiques relatives
aux finances municipales

777, rue Bay, 13^e étage
Toronto ON M7A 2J3
Courriel: MFPB@ontario.ca



March 20, 2024

Dear Municipal Treasurer,

I am pleased to enclose a report showing your municipality's 2024 Annual Repayment Limit (ARL) respecting long-term debt and financial obligations. Your 2024 ARL was calculated based on 25 percent of your net own source revenues as reported in your 2022 Financial Information Return (FIR).

Municipalities in Ontario are responsible for ensuring that they do not exceed their ARL. When a municipality proposes long-term borrowing (or other long-term financial obligation), the municipal treasurer is responsible for updating the limit provided by the Ministry. The treasurer must determine if there is capacity within the municipality's ARL to undertake the planned borrowing. Schedule 81 of the FIR may be among the schedules of interest to the treasurer when updating the municipality's ARL.

If you require any further information, please contact the appropriate Municipal Services Office of the Ministry of Municipal Affairs and Housing (list enclosed).

Yours truly,

A handwritten signature in black ink that reads "Ruchi Parkash".

Ruchi Parkash
Director

Enclosures

Annual Repayment Limit

What is the Annual Repayment Limit?

The Annual Repayment Limit (ARL) may be generally summarized as the maximum amount that a municipality in Ontario can pay each year (without first going to the Ontario Land Tribunal) in principal and interest payments for its long-term debt and other long-term financial commitments.

For most municipalities (not including Toronto) the ARL is set at 25 percent of their annual own-source revenues (such as property taxes, user fees and investment income), less their annual existing long-term debt service costs and payments for other long-term financial obligations. Municipalities may only exceed their ARL with the prior approval of the Ontario Land Tribunal (OLT).

For more information about the ARL, please see O. Reg. 403/02 (Debt and Financial Obligation Limits) on <https://www.ontario.ca/laws/regulation/020403>.

Role of the Ministry of Municipal Affairs and Housing

The Ministry of Municipal Affairs and Housing issues an updated ARL statement to municipalities once a year. The ARL statement is typically sent to each municipality at the beginning of the calendar year and reflects the most recent financial information submitted by the municipality in its Financial Information Return (FIR), available on <https://efis.fma.csc.gov.on.ca/fir/>

How Does the Ministry Calculate the ARL? *

The calculation of the ARL involves a number of steps. The ministry first determines the municipality's annual own-source revenue from sources such as property taxes, user fees and investment income. The ministry then calculates the amount that is 25 percent of the municipality's annual own-source revenue. Finally, the ministry subtracts the municipality's annual existing debt service costs and payments for other long-term financial obligations from the 25 percent figure to arrive at the ARL.

The ministry calculates 25 percent of the municipality's annual own-source revenue:



The ministry subtracts municipal debt and other financial obligations to determine the ARL:



For details on specific municipalities, please see

<https://efis.fma.csc.gov.on.ca/fir/index.php/reports-and-dashboards/annual-repayment-limits/>

**For illustrative purposes only*

Role of Municipalities

Municipalities in Ontario are responsible for ensuring that they do not exceed their ARL. When a municipality proposes long-term borrowing (or other long-term financial obligation), the municipal treasurer is responsible for updating the limit provided by the ministry. The treasurer must determine if there is capacity within the municipality's ARL to undertake the planned borrowing.

Ontario Land Tribunal (OLT)

Applications and appeals in relation to a range of matters are brought before the OLT (formerly known as the Local Planning Appeal Tribunal). In cases where municipalities intend to borrow or commit to amounts above their updated ARL, they must first seek the approval of the OLT. Learn more at <https://olt.gov.on.ca/>.

TOWNSHIP OF ADMASTON/BROMLEY

DOUGLAS FIRE COMMITTEE
MINUTES

Wednesday February 7, 2024
At 7:05 p.m.

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

1. Chairman Kevin LeGris call the meeting to order at 7:05 p.m.
2. Declaration of Pecuniary Interest --None
3. Approval of Agenda

Moved by Ken Keill and Seconded by Daryl Thom

Be it resolved that the agenda for the February 7, 2024 meeting be approved.

Carried

4. Approval of the Minutes of the January 10, 2024 meeting

Moved by Harry Stuart and seconded by Daryl Thom.

Be it resolved that the minutes of the January 10, 2024 meeting be approved as read.

Carried

5. Business arising from previous meetings

The fireworks by law was reviewed and corrections were made.

Moved by Daryl Thom and seconded by Ken Keill

Be it resolved that the Douglas Fire Committee recommend to council to adopt the Fireworks bylaw as reviewed and amended,

-all items from section 3 be moved to section 4 and section 3 be removed.

-Align section 2.3 with schedule A point 4 to be 1:00 A.M. to 12:00 P.M.

-section 2.4, check with township staff to see if this is covered by provincial law or should it

Remain

Carried

The ARC Recreation building fire inspection was completed. A few small items need to be completed.

There was no budget update. This will come after the February 24, 2024 release of the budget. Chairman LeGris did indicate that there would be a tax increase.

The update on the Health and Safety Committee from the fire chief is that there are two new members. They are firemen Chris Way and Kyle Kutchaw. A meeting is to be called in the near future.

6. CORRESPONDENCE

There was none.

7. NEW BUSINESS

The dry hydrant on Chris Ruddy Rd was not working for a short time but between the fire chief and the public works department they have completed repairs and it is back in service.

8. FIRE CHIEF'S REPORT

The De-fib has been mounted on the front of the fire hall beside the fire extinguisher. Thanks to CAO Jennifer for getting this for the public to use.

Moved by Harry Stuart and seconded by Nathan Harris

Be it resolved that the fire chief's report dated February 2, 2024 be accepted as presented.

Carried

9. BILLS AND ACCOUNTS

With the change of how the bills are paid the committee asked the secretary to check with the township staff to see if a list of the bills paid could be available.

Moved by Daryl Thom and seconded by Ken Keill

Be it resolved that the cheque list dated January 31, 2024 in the amount of \$1,163.76 be paid.

Carried

10. 2024 FIRE COST UPDATE

A discussion on whether or not to keep this as an agenda item was discussed. At this point it gives the total number of hours for fire and practice along with the standby numbers. The committee decided to keep the report as a line item.

11. BUDGETARY CONTROL REPORT

The budgetary control report for December 31, 2023 was discussed and compared to the previous report for the same period and would like some clarification on some of the line items. The secretary is to ask the Treasurer – Deputy CAO/Clerk to attend the March meeting to provide a clearer understanding of the numbers.

12. OPEN DISCUSSION

The moving of the tower was discussed. One of the ideas was to move it up to the top of the hill behind the fire hall for better height. This would involve the closing of the roadway that is currently unopened.

13. NEXT MEETING—March 13, 2024 at 7:00 p.m. in the council chambers.

14. ADJOURN

Moved by Ken Keill and seconded by Nathan Harris

Be it resolved that the meeting of February 7, 2024 be adjourned at 8:40 p.m.

Carried

Douglas Fire Committee
 Fire Chief Report
 March 7, 2024

Date	Men	Hrs	Where	What
Feb 3	02	13	Practice	Weekend truck checks
Feb 5	01	03		Clean fire hall
Feb 5	14	25	Practice	Retooled compartments
Feb 7	01	03	Practice	Committee meeting
Feb 11	02	08	Practice	Weekend truck checks
Feb 11	14	28		Church filled with smoke
Feb 12	09	18	Practice	SCBA training/RIT
Feb 18	03	06	Practice	Weekend truck checks
Feb 18	01	03		Clean fire hall
Feb 21	08	16		MVA
Feb 25	07	14	Practice	Certification meeting
Feb 26	13	26	Practice	Forestry Equip Check/EV car tool
Feb 27	01	03		Clean fire hall
Feb 28	08	08		CO Alarm
Mar 1	09	18		co call fault
Mar 2	09	54	Practice	Electric Vehicle Training in BV
Mar 3	03	06	Practice	Weekend Truck Checks
Mar 3	07	14		Power Surge
Mar 3	09	36		Smoke
Mar 4	13	26	Practice	EV Training
Mar 5	01	03		Clean fire hall
Mar 5	06	06		NAW

Township of Admaston Bromley
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REPORT

Date: April 4, 2024
To: Council
From: Fire Chief McHale
RE: Fireworks By-Law Report

Background:

Fire committee members reviewed the draft fireworks by-law and at their March 13, 2024 meeting, finalized the draft for Council review and adoption.

Discussion:

During the summer wildfire season of 2023 in Ontario, there was much concern about forest fires in our region. Many of our surrounding municipalities have some sort of fireworks by-law in place, but the Township of Admaston/Bromley does not.

It is important to note that the Township is not putting a stop to fireworks, only restricting them during dangerous conditions, such as a fire ban, whether it is imposed by Admaston Bromley, or an upper level of Government. We recognize fireworks can be an important social event. However this is an opportunity to ensure that there are still fireworks allowed and try not to deter the fun, unless it makes sense to do so.

Financial Implications:

None at this time.

People Consulted:

Jennifer Charkavi---CAO/Clerk

Scott Milburn--- Ministry of Natural Resources Fire

Recommendation for Council:

BE IT RESOLVED THAT the Fire Committee recommends to Council to pass By-Law 2024-xx, being a by-law to regulate the setting off of fireworks in the Township of Admaston/Bromley.

County Council Summary

March 27, 2024

Below you will find highlights of the County of Renfrew County Council meeting from March 27, 2024

Please note that this summary does not constitute the official record of the meeting and approved minutes should be consulted for that purpose.

The full [County Council package](#) can be found on our website.

[March meeting](#) YouTube link.

Warden's Address

Key highlights

- Warden Peter Emon highlighted areas of the 2024 Provincial budget, which was released March 26, that will impact the County of Renfrew – continued funding for the Renfrew County Virtual Triage and Assessment Centre (RC VTAC); a path for funding the new mesa program; a new \$1 billion Municipal Housing Infrastructure Program; an increase to the Housing-Enabling Water and Sewer Fund, including communal systems, and a new \$200 million community, sport and recreation infrastructure fund that may help aging facilities in our communities. The County will continue to advocate for our fair share of infrastructure funding, including a commitment for Highway 17 expansion to and beyond the Town of Renfrew.
- He noted the early warm weather combined with the early snow melt and lower than usual precipitation this past winter is resulting in dry conditions that could result in an early fire season. Local municipal fire departments have already been called to grass and brush fires, prompting some departments to implement fire bans. He asked residents to be extremely careful with any open air burning.

During the month of March 2024, Warden Peter Emon attended 18 meetings on County business.

- On March 8, he had the opportunity to participate in the Upper Ottawa Valley Chamber of Commerce International Women's Day event. He acknowledged female staff and expressed appreciation for their dedication and hard work.
- On March 19, the Warden and CAO Craig Kelley met with the Eastern Ontario Wardens' Caucus (EOWC) for the afternoon to discuss the EOWC Regional Housing Plan, which also included a meeting with the Prime Minister's Office. During the meeting, they advocated for the '7 in 7' Plan, referencing that affordable rental housing and attainable rental is out of reach for so many in the region, largely because of a lack of supply.
- Also on March 19, he, Mr. Kelley and Daniel Burke, Treasurer/Manager of Finance, attended the Pembroke City Council meeting to present the County's 2024 operating budget. They also introduced the mesa initiative.
- On March 21 and 22, the Warden and CAO were in Kingston to attend EOWC planning sessions, which included Strategic Plans, Strategic Initiative Framework, and additional projects analyzed to determine common themes and action items across the EOWC members.

Delegations

- Lorenz Kelo of North Algona Wilberforce was honoured with a certificate presentation by Warden Peter Emon and County Councillor James Brose. Mr. Kelo recently received the Ontario Senior Achievement Award recognizing his more than 25 years of dedicated volunteer service to community causes close to his heart, including the Rankin Recreation Association with property maintenance and fundraising events; the Eganville and District Seniors Citizen Needs Association as a driver for Meals on Wheels, driving twice a week to reach isolated, at-risk seniors; and later as the chair of Home Support Services. Mr. Kelo calls volunteering satisfying work and it is something he will continue if he is able. He previously served 28 years as a municipal councillor.

Finance & Administration Committee

Presented by: Jennifer Murphy, Chair

- Save the Date: The 17th Annual Warden’s Golf Tournament, taking place Friday, June 7, 2024 at the Dragonfly Golf Links in the Township of Admaston/Bromley. Details about the event are still being finalized but an update will be provided once registration is open.
- County Council adopted a revised By-law to Establish and Require Payment of User Fees and Charges. Among the changes are increases to hourly rates for administration services since the rates had not been increased since 2016. There is also a new \$750 fee within Public Works and Engineering for speed/traffic review requests.

Community Services Committee

Presented by: Anne Giardini, Chair

- In the pursuit of tackling chronic homelessness within Renfrew County, an interdisciplinary collaborative team of County staff, in partnership with community service providers, is moving forward with a transitional supportive housing model. With a clear vision of prioritizing a “Housing First” approach, this model aims to establish supportive transitional housing for individuals enduring chronic homelessness, defined as lasting more than six months and compounded by health complexities such as mental health disorders and/or addictions. County staff is diligently crafting a memorandum of understanding to secure rental acquisition of approximately 20 units within the Pembroke area. The ambitious objective is to welcome the first guests into their new homes by the fall of 2024, marking a significant stride towards addressing homelessness and fostering stability and health within the community.
- The County of Renfrew is hosting an Affordable Housing Summit on April 4, 2024, at the myFM Centre in Renfrew. This full-day event will bring together industry experts and potential partners to delve into opportunities of using vacant municipal land, innovating around existing properties and fostering collaboration to tackle pressing housing needs. Developers, non-profit organizations, and companies interested in exploring development opportunities are encouraged to secure their seat by registering on [Eventbrite](#).

Development & Property Committee

Presented by: James Brose, Chair

- Progress continues on the multi-unit affordable and supportive housing complex at the corner of Lea and Douglas Streets in Pembroke, Ontario. A [Zencity](#) webpage for the project features construction updates and provides the viewer with a description of the project along with progress images. The overall project is approximately 70% complete.
- Work on the retrofit of the new Eganville Paramedic Base is ongoing. A [Zencity](#) webpage for the project features construction updates and provides the viewer with a description of the project along with progress images. The overall project is approximately 60% complete.
- Tenders were requested for the construction of a Storage Shed at Renfrew County Place, 450 O'Brien Road, Renfrew, Ontario. The contract, in the amount of \$128,600, has been awarded to Stephen Sons Construction Inc., Douglas, Ontario.
- The County of Renfrew entered into an Enterprise Licensing Agreement (ELA) with ESRI in 2022 for the use of their product for both the County and local municipalities. The funding is being covered by the County of Renfrew and the modernization grant for the first three years. This agreement provides unlimited license access to ESRI's ArcGIS Software, including ArcGIS and ArcPro, at all software levels and specialized extensions for technical data analysis. Additionally, we now have unlimited ESRI usernames that grant access to ArcGIS Online for both the County and local municipalities, web maps and applications can be created and published. This year is a great opportunity to test out field maps, Survey123, and Quick Capture with staff and summer student positions. Examples of how the tools can be used includes public works, planning, tourism, asset management, tracking/inspections of licensed items (i.e. complaints, dog tags, short-term rentals, trailers, etc.).
 - If municipalities require assistance in setting up a work plan for data collection or upgrading existing information, they can reach out to the County's GIS team. In 2025 the three-year financing arrangement will expire. Staff will be developing a cost-sharing plan with all 17 municipalities to ensure the continuation of the ELA.
- Staff has initiated an Official Plan Amendment No. 44 (OPA 44) to implement alternative notice provisions due to the changing print media landscape locally, which makes providing printed notices for meeting under the Planning Act impossible for some municipalities. The Planning Act allows for local alternatives for providing notice, on the requirement that the Official Plan contains policies specifying details of the alternative notice. The County has circulated a draft wording of the proposed policy changes to local municipalities for comments. The Development and Property Committee will host the required public meeting in accordance with the Planning Act on April 9, 2024 at 9:30 a.m. at the start of the meeting.
- The Town of Deep River adopted Official Plan Amendment No. 6 to the Town's Official Plan. The County of Renfrew provided approval for the amendment, which proposed to re-designate the lands from Residential to Residential – Exception Five, to permit future development on partial servicing (municipal water and individual septic systems). The new policies are proposed to ensure that future residential development will be designed to be compatible with the surrounding neighbourhood.
- County Council directed the Warden to send a letter to the Honourable Chrystia Freeland, Deputy Prime Minister and Minister of Finance, and the Honourable Pablo Rodriguez, Minister of Transport, in support of modernizing VIA Rail's long-distance, remote and regional fleet to

provide passengers with a more reliable, appropriate, comfortable, sustainable and accessible travel experience.

- County Council adopted the Ottawa Valley Tourist Association (OVTA) 2024 budget as presented. The OVTA, the City of Pembroke, and the County of Renfrew are partners in the delivery of tourism marketing and tourism business development for the City of Pembroke, Renfrew County, and the Ottawa Valley. The annual budget approval is obtained first by the OVTA Board of Directors, secondly by approval of City of Pembroke Council and thirdly, by approval of County of Renfrew Council.
- County Council directed the Warden to send a letter of support to the Minister of Natural Resources and Forestry, and the Premier's Office, for biomass initiatives that can benefit the wood basket of Renfrew County mills. Staff will continue its engagement and support of the forest sector on any biomass project possibilities in our area.
- County Council approved a contract in the amount of \$386,524.31, plus applicable taxes as submitted by Grand-Calumet Construction Inc., Luskville, Québec for the rehabilitation of three bridges located on the Algonquin Trail, around Garrison Petawawa, near Deluthier Road and Landry Road, Town of Laurentian Hills.

Health Committee

Presented by: Michael Donohue, Chair

- County Council directed staff to meet with the Renfrew County and District Health Unit, and Ottawa Public Health where appropriate, to discuss shared/combined service delivery models. A report containing the results and recommendations will be brought back to the Health Committee for consideration. County Council also directed the Warden to send a letter to the Honourable Sylvia Jones, Ontario Minister of Health, to consider such conversations in the same category as has been suggested throughout the consideration of voluntary health unit mergers.
- Community Paramedics were invited to the Algonquins of Pikwàkanagàn First Nation for an extensive third-party mental health training session led by the Algonquins of Pikwàkanagàn First Nation Mental Health Team. This specialized training equipped practitioners with enhanced skills and knowledge to engage and align with relevant local and broader knowledge and initiatives within the indigenous health circle.
- Community Paramedics engaged in meetings with stakeholders at the Grind Pembroke to discuss the creation of a comprehensive plan to provide support and resources for the precariously housed and mental health population in Renfrew County.
- County Council adopted a By-law to accept the Community Emergency Preparedness Grant – Transfer Payment Agreement that outlines the approved funding and required actions to receive \$49,600 in support of emergency preparedness in the County of Renfrew.
- County Council adopted a By-law authorizing the Warden and Clerk to sign a Letter of Agreement with the Pembroke Regional Hospital as represented by the Mental Health Services of Renfrew County (MHSRC) to provide Mental Health services to assist individuals in navigating the mental health care system through the mesa project, with the goal of reducing the number of community deaths and visits to hospital emergency departments.

Operations Committee

Presented by: Glenn Doncaster, Chair

- During the 2024 construction season, staff intends to issue monthly updates on construction projects being undertaken by the Public Works and Engineering Department. The update, provided through a link on the County of Renfrew website, will connect to the [Zencity](#) engagement platform for the 2024 Transportation Infrastructure Projects, will be shared with County staff, County Council, local municipalities, OPP, and on social media. The 2024 Transportation Infrastructure Projects page provides the option for individuals to subscribe and receive notifications when a monthly project update is posted. The first update will commence during the first week of April and will describe all projects planned for 2024.
- A Request for Proposal (RFP) was issued to prequalified firms for the inspections of County of Renfrew and Town of Petawawa structures. A total of 126 County structures were included for the standard Ontario Structure Inspection Manual (OSIM) inspections, 12 County structures for enhanced OSIM, and 8 County structures for structural evaluation for the purposes of load posting evaluations. Two Town of Petawawa structures were also included as part of the standard OSIM inspections. Committee directed staff to proceed with awarding the contract, in the amount of \$101,900.58, to HP Engineering Incorporated, Ottawa, Ontario. Staff will be invoicing the Town of Petawawa for their two structures once the inspections are completed.
- County Council passed a resolution to implement a \$750 fee for speed/traffic review requests generated outside of the Corporation of the County of Renfrew. To achieve a balance between the quantity of applications and the associated expenses for the requested studies, a fee of \$750 covers the services of the Infrastructure Technician. This includes tasks such as installing and overseeing data collection, interpreting the gathered data, and drafting a report for County Council.
- County Council supported the Township of Madawaska Valley request for the realignment of County Road 62 and Highway 60 to a maximum upset limit of \$175,000, pending approval of Madawaska Valley's application to the Connecting Links program.
- County Council adopted a resolution for the development of a Municipal Operator Course at Fanshawe College which was initiated by the Association of Ontario Road Supervisors (AORS).
- County Council supported the resolution from the County of Lambton requesting the Province of Ontario upload from local municipalities the responsibility of and costs associated with the continued construct, operation and maintenance of major municipally-owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation or increase the Ontario Community Infrastructure Fund to municipalities.
- County Council directed staff to move forward with incorporating white vehicles as part of their fleet for future purchases. Under the direction of the Operations Committee, staff initiated a survey, conducted by the Renfrew County Supervisors Association, to explore the idea of having all upper-tier and lower-tier municipal public works vehicles coordinated to be the same colour (white) and specifications in the future. Eight lower-tier municipalities, responded to the survey, with the majority indicating they have already moved in the direction of transitioning to white vehicles.
- The rehabilitation of County Structure C012 (Farquharson's Culvert), on South McNaughton Road, Township of Admaston/Bromley, will not proceed as tendered as the lowest tender came in well over budget. Staff will continue to monitor the service life of the structure.

- County Council adopted a By-law designating County Road 16 (Victoria Street) at Wolfe Avenue as a Pedestrian Crossover. Public Works and Engineering staff conducted a review of the proposed location, including a traffic count, to determine if the location meets the warrants for a dedicated pedestrian crossover. The results indicate that the location does not meet the warrants for a pedestrian crossover based upon the total traffic and pedestrian volumes. Regardless of the findings, staff is in favour of permitting the installation since the Town Council has shown its support and tendered the installation as part of an upcoming Town construction project. It is noted that the location does provide a link between a Town trail and Municipal sidewalks, although it does not appear that most pedestrians use this location to cross Victoria Street.
- County Council approved several contracts as submitted:
 - For the rehabilitation of County Structures C001 (Berlanquet Creek Culvert), located on County Road 5 (Stone Road), Township of Admaston/Bromley and C134 (Campbell Drive Culvert), located on Campbell Drive, Township of McNab/Braeside to Clearwater Structures Inc., Ajax, Ontario in the amount of \$833,656.50, plus applicable taxes.
 - For the rehabilitation of County Structure C204 (Bellows Creek Culvert), located on County Road 12 (Westmeath Road), approximately 4.5 km east of County Road 21 (Beachburg Road), Township of Whitewater Region to Premier North Ltd., Huntsville, Ontario in the amount of \$963,752, plus applicable taxes.
 - For pavement marking to Trillium Pavement Marking (TPM), Carleton Place, Ontario, in the amount of \$690,471.23, plus applicable taxes. This is an extension of the 2023 contract.

Additional Information

Craig Kelley, Chief Administrative Officer

613-735-7288

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2024-22

**A BY-LAW TO AUTHORIZE CIVIL MARRIAGE SOLEMNIZATION SERVICES
IN THE TOWNSHIP OF ADMASTON/BROMLEY.**

Whereas, Ontario Regulation 285/04 provides the authorization of the Clerk to solemnize marriage with the authority of a licence; and

Whereas, Council of the Corporation of the Township of Admaston/Bromley deems it expedient and necessary to continue civil marriage solemnization services performed as a municipal service;

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

1. That civil marriage solemnization services are hereby authorized.
2. That Angela Yolkowskie, was authorized to solemnize marriages by Council in 2017 in the Province of Ontario, as set out under Ontario Regulation 285/04 and the *Marriage Act, R.S.O. 1990, Chapter M.3.*, and that this authorization remain in effect and that Angela Yolkowskie be considered a Legacy Authorization, and that they are not required to enter into an agreement with the Township of Admaston/Bromley.
3. That Council does hereby approve the CAO/Clerk's delegation of authority to provide civil marriage solemnization services to the following individuals as provided for under the Municipal Act, 2001, S.O. 2001.c25 Section 228(4) & (5).

And Further That the following individuals shall enter into an agreement with the Township of Admaston/Bromley to provide civil marriage solemnization services. And that the Agreement be attached as Appendix "A" and is hereby deemed to be part of this by-law as if fully recited herein.

Ellen Dodd-Eady
Lawrence Lepack

4. That By-Law 2017-06 is repealed in its entirety.
5. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 21st day of March 2024.

READ a third time and finally passed this 21st day of March 2024.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2024-23

Being a By-law regulating setting off of fireworks

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 setting off of fireworks during a Fire Ban is dangerous and poses many risks to residents and property;

AND WHEREAS Prohibiting the lighting and release of flying lanterns, or sky lanterns at any time within the township of Admaston/Bromley. They have both unpredictable and uncontrolled flight patterns. They can and have landed on trees, rooftops and other combustible properties while still ignited.

AND WHEREAS Section 121, Subsection (b) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a local municipality may prohibit the sale of fireworks and the setting off of fireworks.

TITLE: This by-law shall be known and may be cited as the "Fireworks By-law."

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

1. DEFINITIONS

In this by-law:

- 1.1 **"By-Law Enforcement Officer"** means any By-Law Enforcement company contracted or retained by the Township and can serve as a designate of the fire chief.
- 1.2 **"Chief Fire Official"** means an assistant to the Fire Marshal who is the Municipal Fire Chief, or a member or members of the Fire Department as delegated by the Municipal Fire Chief, as provided in the *Fire Protection and Prevention Act, 1997*, Part II, Article 6 (6).
- 1.3 **"Employee"** means an employee of the Township.
- 1.4 **"Fireworks"** means Consumer Fireworks and/or outdoor low hazard Fireworks generally used for recreational purposes, classified as Type F.1 fireworks under the Explosives Act, R.S.C, 1985, c. E-17, and the Regulations enacted thereunder, including firework showers, fountains, gold rain, lawn lights, pin wheels, roman candles, volcanoes.
- 1.5 **"Highway"** includes a common and public highway, street, boulevard, court, center, crescent, avenue, parkway, driveway, square, place, lane, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.
- 1.6 **"Special Effect Pyrotechnics"** means high -hazard fireworks designed for professional use, classified as Type F.3 fireworks under the Explosives Act, R.S.C, 1985, c. E-17, and the Regulations enacted thereunder, including articles such as gerbs, mines, comets, and crossettes, as well as special-purpose

pyrotechnics made for live stage performances and the film and television industry.

- 1.7 **"Set Off"** includes firing, igniting, exploding or discharge as it relates to Fireworks.
- 1.8 **"Township"** means the Corporation of the Township of Admaston/Bromley.

2. REGULATIONS

- 2.1 No person shall Set Off any Fireworks when any fire ban is in effect in the Township, including municipal, regional, provincial, or federal fire bans.
- 2.2 It is the responsibility of the individual setting off the fireworks to ensure that the weather conditions are suitable for the setting off of fireworks. ie, wind conditions, moisture content in their geographical area, heat wave
- 2.3 Persons setting off fireworks should be respectful of time in regards to their surroundings. There shall be no fireworks between 1:00 a.m. and 12:00 p.m.
- 2.4 Business's that retail fireworks must obey local laws that do not permit the selling of fireworks to anyone under the age of 18.
- 2.5 No person shall Set Off any Fireworks in a manner that might create a danger to any person or property; and for greater clarity Setting Off Fireworks not in compliance with the manufacturer's specifications shall be deemed to be one whereon the Setting Off of Fireworks might create a danger.
- 2.6 No fireworks are to be set off on any property owned, or used for school purposes, without first having obtained permission and the proper officials must be notified and sign off before doing so.
- 2.7 No person shall Set Off any Fireworks on or into any beach, park, parkette, trail, linear park, land used for storm water management, square or other public place or any land owned by the Township or any of their boards or agencies, without first having obtained permission from Township Employees, specifically the Chief Fire Official, Public Works Superintendent and/or the CAO/Clerk or their designates.
- 2.7.1 Every person shall provide a copy of a General Liability insurance policy or a certificate of Insurance issued by the insurer in an amount no less than \$5,000,000.00 against bodily injury and property damage resulting from any one occurrence during the term of the use of Township property, naming The Township of Admaston/Bromley as an additional insured and containing a cross liability clause. Such insurance shall include coverage for displays of fireworks and shall provide the Township with thirty (30) calendar days prior written notice of cancellation or of material change that would diminish coverage.
- 2.8 No person shall Set Off any Fireworks on any land not belonging to the person setting off the fireworks, unless consent has been obtained from the land owner

2.9 The Chief Fire Official may at any time impose conditions as they consider necessary to ensure the safety of the public.

2.10 Any persons setting off fireworks on or around a body of water, must obtain permission from neighboring land owners whose property or possessions may be affected by the fallout.

3. DIRECTIVE

3.1 The Chief Fire Official or their designate, may at any time, enter onto land to determine whether this by-law is being complied with.

3.2 Every owner shall permit the Chief Fire Official or their designate to inspect any land for the purpose of determining compliance with this by-law.

3.3 Notwithstanding any provision of this by-law, the Chief Fire Official or their designate shall not enter or remain in any room or place actually being used as a dwelling.

4. OBSTRUCTION

4.1 No person shall hinder or obstruct, or attempt to hinder or obstruct, the Chief Fire Official or their designate, exercising a power or performing a duty under this by-law.

4.2 Any person who has been alleged to have contravened any of the provisions of this by-law, shall identify themselves to the Chief Fire Official or their designate, upon request, failure to do so shall be deemed to have obstructed or hindered the Chief Fire Official or their designate, in the execution of their duties.

5. ENFORCEMENT

5.1 Every person who contravenes any of the provisions of this by-law and every Director or Officer of a Corporation, who knowingly concurs in the contravention by the Corporation, is guilty an offence under the provisions of the Municipal Act, 2001, S.O. 2001 c. 25, as amended.

5.2 Every person who contravenes the provisions of this by-law and every Director or Officer of a Corporation, who knowingly concurs in the contraventions by the corporation, is guilty of an offence and liable on conviction to a penalty where the minimum fine shall not be less than \$300 and the maximum shall not exceed \$10,000 exclusive of costs under the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

5.3 For the purposes of continuous offences, every person who contravenes any provision of this by-law and every Director or Officer of a Corporation who knowingly concurs in the contravention of a by-law of the Township is guilty of an offence and liable on conviction to a penalty not exceeding \$100,000 exclusive of costs under the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

5.3.1 Despite section 5.3 and the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the total of all daily fines for the offence is not limited to \$100,000.

6. VALIDITY AND SEVERABILITY

6.1 Every provision of this by-law is declared to be severable from the remainder and if any provision of this by-law shall be declared invalid by a court of competent jurisdiction such declaration shall not affect the validity of the remainder.

7. EFFECTIVE DATE

7.1 That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 4th day of April, 2024.

READ a third time and finally passed this 4th day of April, 2024.

Mayor

CAO/Clerk

TOWNSHIP OF ADMASTON/BROMLEY

Part 1 Provincial Offences Act

By-Law No. 2024-xx Fireworks By-Law

**Schedule "A"
Schedule of Fines**

Item	Column 1 Short Form Wording	Column 2 Provision creating or defining offence	Column 3 Set fine
1	Set off any Fireworks when a Fire Ban is in effect	2.1	\$300
2	Set off any Fireworks when the wind velocity is greater than 20 km/hr	2.2	\$300
3	Set off Fireworks between 1 am and 12 pm	2.3	\$300
4	Set off Fireworks that create a danger to person or property	2.5	\$300
5	Set off Fireworks into a building, structure, automobile, highway or school	2.6	\$300
6	Set off Fireworks on or into any beach, park, parkette, trail etc..	2.7	\$300
7	Set off Fireworks when the Fire Chief has imposed conditions for public safety, including no setting off of Fireworks	2.9	\$300

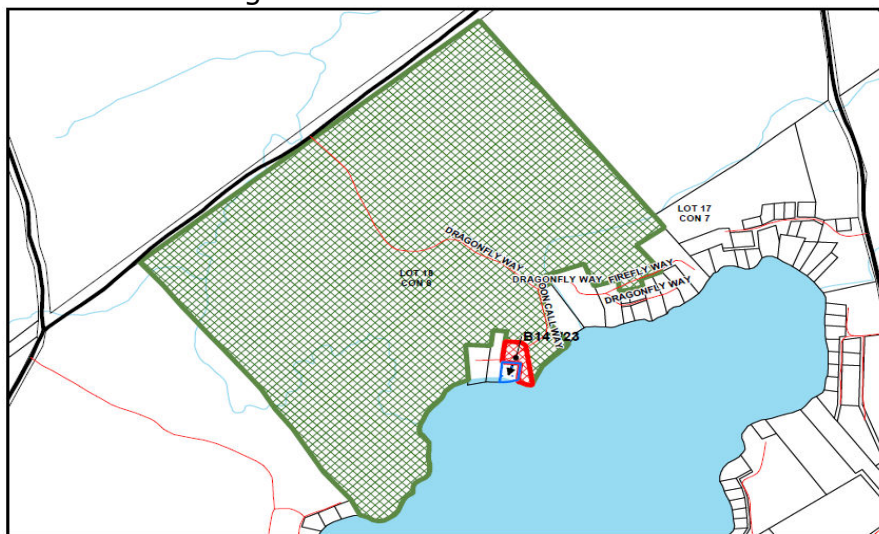
NOTE: The general penalty provisions for the offences listed above is section 2 of
By-Law 2024-xx, a certified copy of which is on file.

ACTION TRACKING LIST

				Updated Information
				NEW
Date	Item	Assigned To	Due Date	Current Status
October 2021	UPDATE Asset Management Plan	CAO/Clerk	Fall 2024	MFOA will be assisting to complete the AMP.
October 2022	Joint Roads Review	CAO/Clerk	Fall 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	Spring 2024	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 Stategic Planning Exercise
Mar. 2024	Consent Application queries	CAO/Clerk	ASAP	Get answers on consent report concerns

PART A - BACKGROUND

1. FILE NO.: **B141/23**
2. APPLICANTS: Michael Kelly & Tina Philippe
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lots 17 & 18 CON.: 8 STREET: 58 Dragonfly Way
5. PURPOSE: Lot addition to 37 Loon Call Way, Owner Terry Edwards
6. DESCRIPTION OF APPLICATION: The Applicant is proposing to sever a 0.15 hectare parcel from pt. Lot 17 and 18 Con 8 (54 Dragonfly Way) owned by Michael Kelly and Tina Philippe. The newly created lot will increase in size from 0.07 hectares to 0.22 hectares. There is a private road through the property that provides access to the main dwelling (538 metres of frontage on Loon Call Way via Dragonfly Way). There is an existing dwelling on the property, along with two sheds. The existing dwelling is proposed to be converted into a personal workshop and replaced with a modular home. The new modular dwelling would tie in to the existing well and septic systems in place for the current dwelling.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	740.00 m	40.15 Ha	Residential dwelling, Cabin and shed
Severed	20.00 m	0.15 Ha	Vacant
Lot to be enlarged	0 m	0.07 Ha	Residential dwelling, 2 sheds
Retained	740.00 m	40.00 Ha	Residential dwelling, Cabin and shed

8. SEVERANCE HISTORY

Number of new lots from original holding (1971) 2 previous severances: B205/91 Refused, B41/93 Refused, B147/10(1) & B148/10(2)

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed	Rural At Capacity Lake
Lot to be Enlarged	Rural
Retained	Rural At Capacity Lake Environmental Protection



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

- Severed Rural (RU)
Sensitive Lakes
- Lot to be Enlarged LSR
- Retained Rural (RU)
Sensitive Lakes
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	20.00 m	45 m	0.15 Ha	4047 m²
Total, if Lot Addition	20.00 m	45 m	0.22 Ha	4047 m²
Retained	740.00 m	45 m	40.00 Ha	4047 m²

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

Policies Considered:

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land.

Sections Considered:

Section 1.1.4 Rural Areas in Municipalities

Section 1.1.5 Rural Lands in Municipalities

Section 1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management

of Resources and Section 3: Protecting Public Health and Safety.

Section 1.1.5.2 On *rural lands* located in municipalities, permitted uses are:

- a) the management or use of resources;
- b) resource-based recreational uses (including recreational dwellings);
- c) residential development, including lot creation, that is locally appropriate;
- d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices*, in accordance with provincial standards;
- e) home occupations and home industries;
- f) cemeteries; and
- g) other rural land uses.

Section 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

Section 1.1.5.5 Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.

Section 1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.

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*.

Section 1.2.6 Land Use Compatibility

Section 1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Section 1.6.7 Transportation Systems

Section 2.1 Natural Heritage

Section 2.1.1 Natural features and areas shall be protected for the long term.

Section 2.2 Water - Planning authorities shall protect, improve or restore the quality and quantity of water.

Section 3.1 Natural Hazards

2. OFFICIAL PLAN

Policies Considered:

Sections:

- 2.2(2) – Minimum distance separations relating to agriculture
- 2.2(9)(d) – Wildland fire risk
- 2.2(11) – Water Setback and Protection of Shoreline Integrity
- 2.2(12) – Servicing policies
- 5.3(1),(2) – Permitted uses and provisions for residential development in the Rural designation
- 8.3(1) – Permitted uses in the Environmental Protection designation
- 9.3(2) – Provisions for At Capacity Lakes
- 13.3(4) – Private roads

3. ZONING BY-LAW

Provisions Considered:

Sections:

- 3.3 – Accessory uses, buildings and structures
- 3.5 – Buildings to be moved
- 3.7 – Dwellings per lot
- 3.25(a) – Separation distances for dwellings
- 3.26(c) – Setbacks from other roads
- 3.29 – Sensitive Lake
- 3.30 – Temporary construction uses permitted
- 21.1, 21.2 – Permitted uses and provisions for Rural (RU) Zone
- 24.1, 24.2 – Permitted uses and provisions for Environmental Protection (EP) Zone

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of Admaston /
Bromley

The Township of Admaston/Bromley provided the following comments:

1. The property is serviced by a private well.
2. Access is via a private road not maintained by the Township.
3. Ensure all on-site septic systems conforms to OBC requirements and regulations.

In separate correspondence dated November 22, 2023 the Building and Sewage Inspector indicated that the property was suitable for a private sewage disposal system. Further, all on-site sewage systems must

comply with the OBC and all applicable laws. Additional comments were also provided by the Acting Public Works Superintendent. He noted that Loon Call Way is a private road and not maintained by the Municipality.

6. GENERAL PLANNING COMMENTS

County of Renfrew Official Plan - Consent Policies:

Section 14.3(14) indicates that a consent may be granted for lot additions provided the lot to be added to, together with the lot addition, or any retained parcels of land, are not undersized or irregularly shaped for the purpose for which they are to be used. Where it is not possible to create a standard size lot resulting from a lot addition, the approval authority may grant consent provided the retained land is not rendered undersized. Consents for lot additions shall not be considered new lots in terms of determining the number of lots previously severed from an original holding.

The Applicant is proposing to increase the existing lot size from 0.07 hectares to 0.22 hectares. While the lot will continue to be undersized the increase in lot size is an improvement to the current situation.

This application is only considering the lot addition and does not give approval or imply support for any future development or construction on the property. It is recommended that you consult with the Township CBO about any requirements regarding the conversion of the existing structure to an accessory structure or any future building plans.

Environmental Protection Area:

The proposed building lot contains many large low, wet areas that are designated and zoned Environmental Protection. No development or site alteration is permitted in these areas.

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:
- Site Plan Control Agreement:
- Notice on Title:
- Shoreline Road Allowance Closure / Acquisition:
- Other: • Standard lot consolidation condition

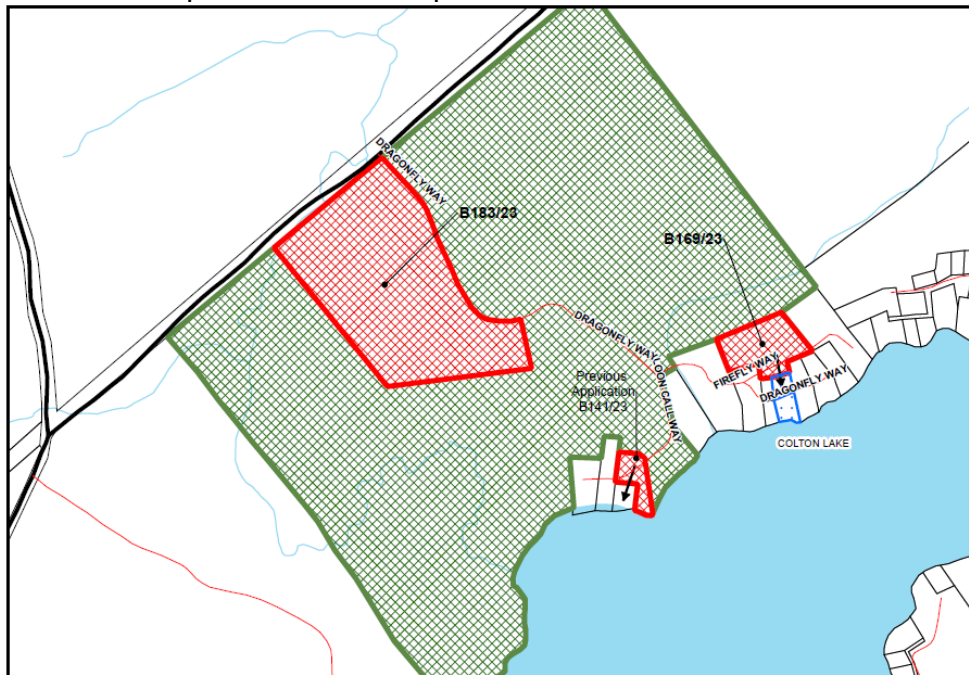
(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

Date: January 23, 2023
Prepared by: Paul Moreau
Planner
Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

PART A - BACKGROUND

1. FILE NO.: **B183/23**
2. APPLICANTS: Michael Kelly & Tina Philippe
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lots 17 & 18 CON.: 8 STREET: Lynch Road & Dragonfly Way
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The Applicant is proposing the creation of a new lot that will be approximately 5.22 hectares. The retained parcel will be approximately 34.28 hectares. Both the retained and several parcels have frontage on Lynch Road. It should be noted that the Applicants have submitted two additional applications for the same parcel for two separate lot additions.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	740.00 m	39.5 Ha	Residential Dwelling,
Severed	190.00 m	5.22 Ha	Residential Dwelling,
Retained	550.00 m	34.28 Ha	Vacant

8. SEVERANCE HISTORY

Number of new lots from original holding (1971) 2 previous severances: B205/91 Refused, B41/93 Refused, B147/10(1), B148/10(2), B141/23 & B169/23 are both active applications

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural
Environmental Protection

Retained Rural
Environmental Protection



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

Severed Rural (RU)
Environmental Protection
(EP)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	190.00 m	45 m	5.22 Ha	4047 m²
Retained	550.00 m	45 m	34.28 Ha	4047 m²

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

Policies Considered:

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land.

Sections Considered:

Section 1.1.4 Rural Areas in Municipalities

Section 1.1.5 Rural Lands in Municipalities

Section 1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.

Section 1.1.5.2 On *rural lands* located in municipalities, permitted uses are:

- a) the management or use of resources;
- b) resource-based recreational uses (including recreational dwellings);
- c) residential development, including lot creation, that is locally appropriate;
- d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices*, in accordance with provincial standards;
- e) home occupations and home industries;
- f) cemeteries; and
- g) other rural land uses.

Section 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

Section 1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.

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*.

Section 1.2.6 Land Use Compatibility

Section 1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Section 1.6.7 Transportation Systems

Section 2.1 Natural Heritage

Section 2.1.1 Natural features and areas shall be protected for the long term.

Section 2.2 Water

Section 2.3 Agriculture - New land uses in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

Section 3.1 Natural Hazards

2. OFFICIAL PLAN

Policies Considered:

Sections:

- 2.2(2) – Minimum distance separations relating to agriculture
- 2.2(9)(d) – Wildland fire risk
- 2.2(11) – Water Setback and Protection of Shoreline Integrity
- 2.2(12) – Servicing policies
- 5.3(1),(2) – Permitted uses and provisions for residential development in the Rural designation
- 8.3(1) – Permitted uses in the Environmental Protection designation
- 9.3(2) – Provisions for At Capacity Lakes
- 13.3(4) – Private roads
- 14.0 Land Division Policies
- 14.3(2) Consents Policies

3. ZONING BY-LAW

Provisions Considered:

Sections:

- 3.3 – Accessory uses, buildings and structures
- 3.5 – Buildings to be moved
- 3.7 – Dwellings per lot

- 3.25(a) – Separation distances for dwellings
- 3.26(c) – Setbacks from other roads
- 3.29 – Sensitive Lake
- 3.30 – Temporary construction uses permitted
- 21.1, 21.2 – Permitted uses and provisions for Rural (RU) Zone
- 24.1, 24.2 – Permitted uses and provisions for Environmental Protection (EP) Zone

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of Admaston/Bromley	The Township provided comments on December 22, 2023. The Township noted that the property was accessed via private road. The municipality noted that the slope of the land was suitable to permit the proper siting of buildings for both the severed and retained lands including septic systems.
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6. GENERAL PLANNING COMMENTS

Consent conformity:

Section 14.3(1) of the Consent policies of the Official Plan require that both the severed and retained lots meet the requirements of the Official Plan and the local Zoning By-law.

Number of Consents:

According to the Official Plan, the maximum number of new lots permitted to be created for residential purposes from an original holding shall be (3) lots. Our records indicate that there has been 2 new lots created from the original holding (from 1971 on). This lot would constitute the 3rd new lot.

Lot Size and 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. If the lot size is a minimum of 1 hectare in area, a hydrogeological evaluation will not be required.

The proposed lot size exceeds the requirement of 1 hectare for the retained and severed parcels meeting the requirements of the zoning by-law and the County of Renfrew Official plan policies.

Minimum Distance Separation 1 (MDS1)

Any new residential lots must meet Minimum Distance Separation 1 (MDS 1) requirements from existing livestock facilities on the retained lands and neighboring

properties. MDS 1 must be calculated for all livestock facilities within 750 metres of the proposed retained lot. Our records indicate that the following properties have barns within 750 metres: 1258 Colton Road, and 1265 Colton Road.

MDS forms were provided and the Agrisuites calculations were favourable:

1. 1258 Colton Road,- setback of 119 metres required
2. 1265 Colton Road, - setback of 100 metres required.

Our review indicates that the separation distances specified above are achievable on the severed and retained parcels.

Wildland Fire Risk

Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan show small portions of the property to the north-east (adjacent to Lynch Rd) that identify parts of the property as having an extreme wildland fire risk. Under Section 2.2(9)(d) of the County of Renfrew Official plan 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. In this case, there appears to be adequate space on both the retained and severed parcels for development to occur outside of this area.

It is recommended that the proponent continue to be aware of the risks associated with wildfire hazards and take appropriate steps to mitigate the risks associated with wildfires. The mitigation guide can be found at

<https://www.countyofrenfrew.on.ca/en/business-and-development/wildland-fire.aspx>

Environmental Protection Area:

The proposed building lot contains many large low, wet areas that are designated and zoned Environmental Protection. No development or site alteration is permitted in these areas. The location of the new modular home is required to meet the setback provisions of the zoning by-law.

At Capacity lakes Policies:

Colton Lake is zoned as a Sensitive Lake. The policies of Section 3.29 of the Zoning By-law are applicable to the retained parcel.

Road entrances and Right-of-way

The Applicant has proposed that the severed parcel will continue to be accessed through the existing right-of-way on the retained parcel. Section 3.14 of the municipal zoning by-law specifies that no person shall erect or use any building or structure on a lot in any zone unless the lot fronts on and has direct access to an improved street being a Provincial Highway, County Road, or Township Road. It is noted that the presence of a wetland and creek on the severed parcel along Lynch Road may make the creation of a separate entrance on the retained parcel a challenge. It is for this reason that it is recommended that the Applicant apply for a zoning by-law amendment to rezone the severed parcel from Rural to a Rural-Exception zone (RU-E) permitting access to the severed parcel via the existing private right-of-way on the retained parcel.

Further, any changes to entrances (new and shared) to Lynch Road will require approval from the Township of Admaston/Bromley. It is recommended that you consult with the Township's Public Works Department.

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: As a condition of approval, a zoning by-law amendment to rezone the severed lands from Rural to a Rural-Exception (RU-E) permitting access to the severed parcel via the existing private right-of-way on the retained parcel will be required prior to the issuance of the certificate.
 - Minor Variance:
 - Private Road Agreement:
 - Development Agreement:
 - 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 25, 2024

Prepared by: Paul Moreau
Planner

Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2024-24

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD APRIL 4, 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 4th day of April, 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 4th day of April 2024.

READ a third time and finally passed this 4th day of April 2024.

Mayor

CAO/Clerk