

Township of Admaston/Bromley
Second Monthly Meeting
Thursday, April 18th, 2024 @ 7:30 p.m.

AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
 - [5a Resolution to adopt Minutes of Council Meetings April 4, 2024](#)
6. Delegations and Guests
 - 6a** Eganville & District Seniors – Kayla Menkhorst
7. **Planning and Economic Development Committee** – Chair Keith Gourley, Committee Member Kevin LeGris
 - None.
8. **Community Service Committee** – Chair Angela Field, Committee Member Brian Hamilton
 - 8a** Admaston/Bromley Public Library Board
 - [i. i\) Minutes February 2024](#)
 - [ii. ii\) Treasurer’s Report March 12 2024](#)
 - [iii. iii\) Treasurer’s Report April 9, 2024](#)
 - [iv. iv\) CEO’s Report March 2024](#)
 - [v. v\) CEO’s Report April 2024](#)
 - 8b** [Taste of the Valley Report](#)
 - [i\) i. TOV Expression of Interest 2022](#)
9. **Operations Committee** – Chair Brian Hamilton, All of Council
 - 9a** [Cold Mix Pricing Repot](#)
 - 9b** [Dust Suppressant Report](#)
 - 9c** [Street Sweeping & Catch Basin Cleaning Report](#)
 - 9d** [Public Works Report – March 2024](#)
10. **Waste Management Committee** – Chair Michael Donohue, All of Council
 - None.

11. **Finance and Administration Committee** – Chair Michael Donohue, All of Council
 - 11a [March 2024 Financial Overview Report](#)
 - i. [i\) Financial Overview March 2024](#)
 - 11b [March Payment Register](#)

12. **Protective Services Committee**- Chair Kevin LeGris, Committee Member Angela Field
 - 12a [CEMC & Alternate Appointments Report](#)
 - 12b [Fire Committee March Minutes](#)
 - 12c [Fire Chief Report April 2024](#)
 - 12d [Emergency Exercise Compliance Report 2023](#)

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

None.

14. **By-Laws**
 - 14a [2024-25 – CEMC Appointment](#)
[2024-25 – CEMC Alternate Appointment](#)

15. Old Business
 - 15a [Action Tracking List](#)

16. New Business

17. **Closed Session**

None.

18. Confirmatory By-Law
 - 18a [2024-27 being a by-law to confirm proceedings of Council Meeting](#)

19. Question Period

20. Adjournment

PLEASE NOTE “Submissions received by the public, either orally or in writing may become part of the public record/package”.

Council Information

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday April 4th, 2024. Present were Mayor Michael Donohue, Councillors Angela Field, and Kevin LeGris.

Deputy Mayor Hamilton attended virtually and Councillor Gourley sent his regrets.

Staff Members present were CAO/Clerk Jennifer Charkavi. Also present was Audio/Video System Specialist Nate Maclsaac.

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

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

Agenda Item 3 – Approval of Agenda

Resolution No. 01/04/24

Moved by Angela Field, seconded by Kevin LeGris.

BE IT RESOLVED that Council approve the agenda of April 4, 2024, Regular Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

5a Resolution to adopt Minutes of Council Meetings March 21, 2024

Resolution No. 02/04/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- March 21, 2024, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

None.

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

7a Consent Application B154/23 Report

Resolution No. 03/04/24

Moved by Angela Field, seconded by Kevin LeGris

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.

Carried

7b Consent Application B144/23 Report

Resolution No. 04/04/24

Moved by Angela Field, seconded by Kevin LeGris

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.

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

None.

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

9a Public Works Report – February 2024

Resolution No. 05/04/24

Moved by Kevin LeGris, seconded by Angela Field

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

Carried

9b National Public Safety Telecommunications Week Proclamation

Mayor Donohue thanked all of our Emergency Communications Officers and noted that we are very fortunate for the system that we have.

Resolution No. 06/04/24

Moved by Kevin LeGris, seconded by Angela Field

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.

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 Marriage Officiant Report

Resolution No. 07/04/24

Moved by Angela Field, seconded by Kevin LeGris

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.

Carried

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

Resolution No. 08/04/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the communication from the Ministry of Municipal Affairs and Housing concerning Admaston/Bromley's 2024 Annual Repayment Limit (ARL) respecting long-term debt and financial obligations, and the information brochure on the Annual Repayment Limit.

Carried

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

12a Fire Committee Minutes – February 2024

Resolution No. 09/04/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Admaston/Bromley Council receive the Douglas Fire Committee Meeting minutes from February 7, 2024.

Carried

12b Fire Chief's Report – March 2024

Resolution No. 10/04/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Admaston/Bromley Council receive the Fire Chief's report dated March 7, 2024.

Carried

12c Fireworks Bylaw Report

Councillor LeGris noted that the Fire Committee worked hard to bring forth a Fireworks By-Law appropriate for our municipality.

Resolution No. 11/04/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Council adopts By-Law 2024-23, being a by-law to regulate the setting off of fireworks in the Township of Admaston/Bromley.

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

13a County Council Summary Report – March 2024

Resolution No. 12/04/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED THAT Admaston/Bromley Council receive the County Council Summary report for March 2024.

Carried

Mayor Donohue noted that there was a presentation made at the County of Renfrew concerning the Emerald Ash Borer and he requested that the County Planner and Forester attend a council meeting to make the presentation.

Resolution No. 13/04/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council direct staff and the Mayor to invite the County of Renfrew Planner and Forester to present as a delegation the implications of the Emerald Ash Borer in the township

Carried

Agenda Item 14 – By-Laws

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

Resolution No. 14/04/24

Moved by Kevin LeGris, seconded by Angela Field

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

- 2024-22 – Marriage Solemnization
- 2024-23 – Fireworks By-Law

Carried

Agenda Item 15 – Old Business

- 15a Action Tracking List

Resolution No. 15/04/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Admaston/Bromley Council receive the Action Tracking List as information;

AND FURTHER THAT Council receive the amended planning reports for information, B141/23 and B183/23.

Carried

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

None.

Agenda Item 18 – Confirmatory By-Law

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

Resolution No. 16/04/24

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2024-24, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held April 4, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 17/04/24

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that the Thursday, April 4, 2024, Township of Admaston/Bromley Council meeting be adjourned at 8:06pm

Carried

Mayor

CAO/Clerk

ADMASTON/BROMLEY PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING

February 12, 2024

7:00 PM

Present: Susan Patterson O'Neil, Jane Wouda (ED), Karen Payne, Brian Hamilton, Charlene Whattam, Karen Coulas, Krista King, Lynn Clelland

Regrets: Beth McDonald, Lynn Agnew

The meeting was called to order at 7:00 pm

1. Approval of and additions to the Agenda

Motion to approve the agenda and additions

Moved by Charlene Whattam

Seconded Karen Coulas

Carried

2. Declaration of Conflict of Interest - none

3. Approval of minutes

Motion to approve the minutes from January 23, 2024

Moved by Brian Hamilton

Seconded by Krista King

Carried

4. Business arising from the minutes - none

- Trivia February 23, 2024 - we have 15 teams
- Mitchell's soup fundraiser - we have sold 37 in person and 16 online
- Valentines package for both St. Michaels and Admaston school children (one per family) will be given out to promote the library
- Ontario Trillium Fund - Krista and Karen Coulas are working on the application

5. New Business

- Letter to school board - this is in regard to library not being able to use the electronic announcement board outside the school

Motion to send a letter to the school board regarding their policy that we can no longer use the electronic announcement board

Moved by Charlene Whattam

Seconded by Krista King

Moved

- Payroll changes for CEO

Motion to move into camera

Moved by Brian Hamilton

Seconded by Charlene Whattam

Carried

Moved to move out of camera

Moved by Lynn Clelland

Seconded by Krista King

Carried

The board reviewed the cost of living increase for part time staff.

Motion to increase the part time library staff cost of living wages to be the same as the other part time township employees

Moved by Brian Hamilton

Seconded by Lynn Clelland

6. Treasurer's Report as attached

Motion to accept the treasurer's report and pay all bills

Moved by Karen Payne

Seconded Lynn Clelland

Carried

7. CEO's Report as attached

8. Policy Review - BL-01 to BL-06 Board By-Laws

The board reviewed half of these policies and will review the remainder at the March meeting

9. Correspondence - none

10. Other Business - none

Motion to adjourn

Moved by Lynn Clelland

Seconded by karen Coulas

Moved

11. Adjournment - 8:30 pm

Next Meeting - March 12, 2024

Chair

CEO

Date

MARCH 12/2024
ADMASTON/ BROMLEY PUBLIC LIBRARY
TREASURER REPORT LYNN A AGNEW

DEPOSITS

Auto deposit, Jan 23/ 2024	\$ 1379.40
The following deposited on March 5/02024	
Twp levi	\$24,213.00
Trivia fundraiser, donations, photocopying (\$80.00 photocopying, \$145.00 donations)(fundraiser soup and trivia)	\$ 2,678.00
I will break these down later in my report	
March 12/2024 check from soup fundraiser	\$ 390.15

BILLS TO BE PAID

Feb 26/ 2024	OLS(Ontario Library Services) Office barcode labels, check # 1027	\$ 36.42
March 11/2024	Bell phone	\$ 117.48
March 11/ 2024	Bell phone	\$ 109.29
March 11/ 2024	BMO MC	\$ 909.87
March 11/ 2024	Brian Hamilton, reimbursement Soup fundraiser, check # 1028	\$ 357.00
Total of bills paid		\$1,530.06

APRIL 9/ 2024
ADMASTON/ BROMLEY PUBLIC LIBRARY
TREASURER REPORT LYNN A AGNEW

DEPOSITS

April 9/ 2024	Twp Ad/Br HST rebate from July-Dec 2023	\$1998.64
	Twp Ad/ Br they overbilled us	\$ 736.98
	Donation	\$ 40.00
	Photocopying	\$ 111.16
	Total of deposit	\$2886.78
Interest	January 31/02024	\$ 20.10
	February 29/ 2024	\$ 20.36
	March 31/02024	\$ 121.72

BILLS THAT HAVE BEEN PAID/ AND NEED TO BE PAID

March 12/2024	Karen Coulas reimbursement for Trivia snacks Check # 1029	\$ 85.79
March 12/ 2024	Lynn Clelland reimbursement for Trivia printing Check # 1030	\$ 25.43
March 12/2024	Twp Ad/ Br February wages Check # 1031	\$ 2,058.66
March 20/2024	Susan O'Neil reimbursement for gift for Cull's Check # 1032	\$ 200.00
April 10/2024	Bell Internet Reference # 33811030	\$ 141.19
April 10/ 2024	Bell phone Reference # 33811047	\$ 114.31
April 10/ 2024	BMO Mastercard Reference # 33811057	\$ 422.39
April 10/ 2024	Twp of Ad/ Br Check #1033	\$ 1,740.35
	Total of bills paid and to be paid	\$ 4788.12

Update on Trivia

Profits were \$2000.00

Expenses were \$220.00 share the wealth
 \$200.00 gift for the Cull's
 \$ 85.79 snack
 \$ 25.43 printing expense

Total cost of Trivia \$531.22

The remaining \$1,468.78 will be put towards the book budget along with the reimbursement from the township of \$736.98.

Book budget

Last year we spent \$7, 988.00 on our collection

I used this area of the budget to balance our actual budget when we received the levi from the Township., our book budget was reduced to \$3,691.00 from our original ask of \$6,500.00.

Budget amount	\$3,691.00
Trivia profit	\$1,468.78
Overbilled payment	\$ 736.98

Total of new book budget	\$5,896.76
Expenses Jan 2024	\$ 615.31
Feb 2024	\$ 828.25
March 2024	\$ 403.85

Remaining \$\$ \$4,049.35 divided by 8 is roughly \$503.16 per month
As the year progresses we can always decide to add to the Collection line.

Library CEO's Report – March 2024

- **STATS:** *Overdrive for Feb. 2024 – 229; Library Checkouts for Jan. 2024, not including e-books – 396; Total Checkouts for Feb. - 625 (approx.); Inter-Library Loans for Jan. - 2; FB Reach – 3700 (FB Reach is the estimated number of people who saw any content from or about your Page.) Total FB Followers by the end of Jan. 2024 – 369*
- **Collections** – Items purchased for collection in Feb. – **\$492.03 approx.**
- **Programming** – Club Franco is very busy with adults and kids participating. We have one person registered for our Felting Class during March Break, but I will continue to promote it. It is hard to get the word out without being able to promote through the school.

The library will be setting up an Easter Storywalk in partnership with the North Algona Rec. Committee at the Shaw Woods on March 30 as part of their annual Easter Egg Hunt. As well, we are partnering with the Douglas Lion's Club's to do an Easter Colouring Contest.

- **Fundraising** – The Mitchell's Soup Company Fundraiser went very well. We promoted it at Frosty Fun, in the library, and at the Trivia Night. It is also on the library's website and Facebook page. Many thanks to everyone who worked on the Trivia Night, including Lynn C. who did the questions, Ellen M. and Erin W. who were the Quizmasters, and all the board members and volunteers who marked questions, provided snacks, and sold tickets. We had a great turnout and got lots of positive feedback.
- **Annual Survey – (Closes April 30, 2024)** I have completed several sections of the survey and will continue to work on it. I hope to get some help on the financial section and submit the survey by the end of March or early April.
 - Bank Statement– February
 - Cheque from Municipality
 - Buske invoice
 - Bell Phone – March
 - Bell Internet – March

- **Correspondence:**

Miscellaneous:

- The board is nearly ready to submit the Trillium grant. I know it is a massive undertaking. Thank you for all the work you've put in.
- I received a reminder from Fortinet that our Firewall expires in May. I've emailed Paul recently to touch base about replacing ours. This is especially important in light of the recent cyber attack on the London Public Library system. We had another phone discussion and an updated quote to look at.
- I have completed the paperwork to receive this year's TD Summer Reading Club Storywalk.
- The Agrispirit Grant opens April 1. If anyone has some ideas about what we can ask for, please let me know.

- The 2024/25 Senior Community Grant is open with a deadline of March 28, 2024. I do not plan to apply for it this year, but maybe it is something we can look at for next year. We could think about doing some digital training or book clubs, etc.
- Patrick will be done his placement on March 15, 2024. He has done an outstanding job and we'll miss him. I know he would like to continue his projects, but he is also very busy. I have a short report I will complete and submit to his school.

Library CEO's Report – April 2024

- **STATS:** *Overdrive for Mar. 2024 – 265; Library Checkouts for Mar. 2024, not including e-books – 520; Total Checkouts for Mar. - 785 (approx.); Inter-Library Loans for Mar. - 5; FB Reach – 690 (FB Reach is the estimated number of people who saw any content from or about your Page.) Total FB Followers by the end of Mar. 2024 – 369*
- **Collections** – Items purchased for collection in Feb. – **\$414.20 approx.**
- **Programming** – Patrick has finished his placement and wrapped up Club Franco. It was a really great initiative. The felting class went well – thank you to Susan for volunteering to teach us. We had a small crowd, but it was a big hit with the attendees. The Easter Storywalk went well, too. We set it up on Saturday and collected it Tues. As well, the Douglas Lions Club collected the colouring contest entries and announced the winners on March 30. The library is privileged to partner with community organizations like the Lions Club and the NAW Rec. Committee, as well as our own Rec Committee to serve our communities.
- **Fundraising** – There are no fundraisers planned at the moment.
- **Annual Survey – (Closes April 30, 2024)** I am nearly done the Annual Survey. I just have a few questions I am trying to answer. I attended an hour-long webinar/question & answer session last week that was really helpful. I am happy to report that although I miss Peggy, our OLS rep who retired last year, our new reps are also great and ready to answer any questions we have.
 - Bank Statement– Feb.
 - Credit Card Bill - March
 - Bell Phone – March
 - Bell Internet – March
- **Correspondence:**

Miscellaneous:

- Nipissing University has asked if we would consider hosting another student in the future as part of their Community Leadership Experience, which teacher candidates must complete in year two of their BEd program. I let them know that we would be interested and sent in a short form. I also completed and submitted the required report regarding Patrick's placement.
- Paul W. ordered our new firewall. It arrived last week and Paul will be by to get it pick it up and do the set up. We also are trying to decide how to get it installed in the library. I am thankful for Paul's help!
- Susan Artymko, Bonnechere Union PL's (BUPL) CEO, has sent us a copy of our 2024 agreement. We will hopefully get it signed and returned to her in time for their next board meeting.
- The Agrispirit Grant opens April 1. Should we apply for this grant? Also, I have also heard about another grant called the LEAF grant, which seems to be a really good one. BUPL received one in 2023.
<https://thecommonwell.ca/leaf/>
- The library has joined the Pembroke Public Library's Around the World Reading Challenge. The Pembroke Library created a contest and has generously offered their gameboard and reading lists to other libraries.

- I haven't heard back about the SEO (Summer Employment Opportunity) grant yet. I have emailed Carmen Goold, our regional development advisor, to ask her if the grants have already been awarded. If we don't get a grant, we'll need to discuss our options. I have some suggestions we can consider.
- I am enrolled in an online CEO Networking meeting through OLS on May 15 at 2pm.

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 18th, 2024
To: Council
From: Jennifer Charkavi
Re: Taste of the Valley in Admaston/Bromley

Background:

Staff have been requested to inquire about participating in the Renfrew County Taste of the Valley (TOV) events. Staff did inquire and 2023/2024 have already been established and filled. However, applications for expressions of interest will be coming out in the late spring of 2024 for applications for the TOV events in 2025 and 2026.

Discussion:

Staff have reached out to members of the Douglas Recreation Committee to see if there is any interest to participate in this venture. The Douglas Recreation Committee meets next week to discuss but members have reached out to the Church and the school to see if their grounds can be used for a TOV event. Both the Church and the School are supportive of the venture.

There will be staff time required leading up to the event to ensure promotion of the event and to attend meetings concerning the event. Additionally promotional items should be purchased for the event as takeaways. Staff attending the event should also have clothing representing Admaston/Bromley.

Staff are attaching the Expression of Interest from 2022 for Council's information of what is required by the County and by the Host Municipality for a TOV Event.

Financial Implications:

There will be staff time required to set this up and a number of volunteers to make it happen. Promotional items should be ordered as well. If Council approves, funding would need to be budgeted for 2025 and/or 2026.

People Consulted:

Jesse Welch, Douglas Recreation Committee
Economic Development Department, County of Renfrew
Economic Development & Tourism, Town of Renfrew

Recommendation for Council:

BE IT RESOLVED that Council approve applying for an Expression of Interest for Taste of the Valley in 2025 and/or 2026 to be held at the Douglas Recreation Complex.

Expressions of Interest to Host a Taste of the Valley Event

We are currently planning for the Taste of the Valley event series and are accepting Expressions of Interest from municipalities who would like to host an event in either 2023 or 2024.

Taste of the Valley events continue to be a huge draw for locals and visitors alike, and are a fantastic venue for a community to show its support for local farm, food and artisanal entrepreneurs who invest time and energy into locally made products. 2022 proved another successful year for the Taste of the Valley event series with various communities showcasing fresh produce, meats, prepared foods and artisanal products all grown, produced and created in the Ottawa Valley.



Originally introduced in October 2007 in Cobden, by the County of Renfrew's Economic Development Division, the Taste of the Valley event series has grown and expanded to include multiple dates and locations across Renfrew County, annually between August and October. The purpose of the Taste of the Valley events are to promote and support locally grown, produced and created products from Renfrew County.

In 2022, seven communities hosted an event including: Madawaska Valley (Barry's Bay), Bonnechere Valley (Eganville), the Towns of Renfrew, Deep River and Arnprior, Whitewater Region (Cobden) and lastly, Laurentian Valley (Shady Nook) for the first Holiday edition of Taste of the Valley.

Recognizing the important role these events play in community economic development, as well as growing interest from other communities, hosting guidelines have been revised in order to provide more opportunities across the region. Additionally, in order to maintain the uniqueness of the brand and successful delivery of the event series, the maximum number of Taste of the Valley events held per year will be limited as follows:

- 3 events held between August 1st and October 1st
- 1 event held on October 14th in Cobden (Whitewater Township)
- 1 Holiday edition held in November in Pembroke (exact date & location to be determined)
- All events are to be held on a Saturday from 10am to 3pm.
Two hours before and one hour after the event will be provided for set-up and tear-down.

The County of Renfrew's Economic Development Division will continue to be the lead organizer of the event, in partnership with the host municipality. The following guidelines outline the responsibilities and expectations of the County of Renfrew as the lead organizer, and Host Community as the organizing partner.

County of Renfrew (Lead Organizer)

- The County of Renfrew Economic Development Division will be the lead organizer for the Taste of the Valley event series, including:
 - Determining dates and locations, as per Expressions of Interests received from municipal partners.
 - Developing vendor guidelines, processing vendor applications, fees and payments, including cancellations and refunds.
 - Assigning vendor booth locations.
 - Working with the Renfrew County & District Health Unit (RCDHU) to determine and implement health and safety guidelines, including vendor approvals, etc.
 - Maintaining and updating the Taste of the Valley website (www.totv.ca).
 - Leading all marketing, promotional and media relations efforts, including print, digital and social campaigns. Logos, graphics and promotional materials will be provided by the County of Renfrew. Press releases issued by the County of Renfrew will include quotes from Host Community Partners, when applicable.
 - Providing a maximum contribution of \$500 to each Host Community for local entertainment.
 - Providing two complimentary booths to the Host Community to promote municipal services/events and/or for use by a local service club/organization.
 - Development of a Risk Management Plan, in collaboration with the Host Community.

Host Community (Organizing Partner)

- The Host Community must be an engaged and active partner in assisting with the delivery of the event and agree to the following responsibilities and expectations, including:
 - Providing an outdoor site to hold the event (at no charge). Site requirements include:
 - Flat/level area that can accommodate a minimum of 5,000 - 15,000 sq. ft. for booths (minimum of 40 booths at 10' x 10' each), aisles, picnic tables, etc.
 - Dedicated vendor parking (parking directly behind booths is preferred).
 - Consumer parking. Must be able to accommodate a minimum of 50 vehicles at a time and have dedicated accessible parking spots.
 - Access to electricity hook-up for vendors. Please identify the number of plugs available and amperage per plug.
 - Publicly accessible washrooms.
 - Cellular service available at proposed site (mandatory).
Reliable Wi-Fi (for use by vendors), desirable but not mandatory.
 - ATM on-site or within short walking distance from site.
 - Provision, installation & removal of picnic tables and/or seating for consumers.
 - Provision, management and maintenance of garbage and recycling bins during the event.
 - Provision, installation and removal of crowd control/traffic barriers, if required.
 - Access to the site from 7am to 7pm, which includes set-up and tear-down.

- Provision of a dedicated staff person to assist the Lead Organizer with event details, including but not limited to site plan layout and logistics, on-site support during the event, including set-up and tear-down, assistance managing parking and signage installation, etc.
- Securing local entertainment, based on approval by the Lead Organizer. Entertainment is for ambiance and must not overshadow the event. Suggested entertainment: unplugged musicians, buskers, artists, storytellers, etc. Entertainment costs over and above \$500 are at the responsibility of the Host Community.
- Promotion of the event date & location via municipal sign/entry board (if applicable).
- Assistance with sharing marketing and promotional materials via municipal and/or community social media channels, when applicable.
- Assist the Lead Organizer with the development of a Risk Management Plan.

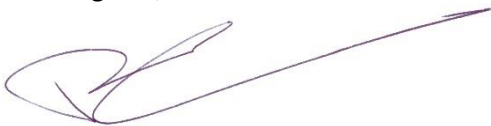
Municipalities interested in hosting a Taste of the Valley event in 2023 or 2024 must submit a formal written Expression of Interest to the County of Renfrew Economic Development Division, via email to ovedinfo@countyofrenfrew.on.ca by 4:00 pm, Friday, April 21st, 2023. Expressions of interest must include the following information:

- ✓ Confirmation that the Host Community will adhere to the hosting guidelines as stipulated herein.
- ✓ Proposed site map showing vendor booth area, parking areas (vendors & consumers) and access points (entry/exit).
- ✓ Proposed hosting dates. Indicate the year (2023 or 2024) and provide up to 3 preferred dates between August 1st and October 1st on a Saturday. Only one event per municipality per year will be awarded.
- ✓ Identify any proposed additional marketing and marketing support for the event, over and above the requirement to post signage and share social media posts.
- ✓ Identify any partnerships in hosting the event (i.e. farmers' market, service club, etc.) and how your community proposes to support and/or enhance the Taste of the Valley experience. (Please be brief.)

Questions related to hosting guidelines, expectations or submitting an Expression of Interest can be addressed to ovedinfo@countyofrenfrew.on.ca. At the discretion of the County of Renfrew, questions and answers related to the submission of Expressions of Interest may be shared with all municipal partners.

We look forward to receiving your Expression of Interest to host a Taste of the Valley event within your community.

Best Regards,



David Wybou
Business Development Officer

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 18, 2024
To: Council
From: Steve Visinski
Re: Cold Mix Pricing

Background:

Under the Public Works maintenance program, the Township purchases Cold Mix on a yearly basis. This product is utilised for repairing potholes as well as some larger patch work caused by possible road failure/deterioration or road cuts due to such things as culvert replacement. There are two local companies that will provide this product in our area. Greenwood Paving and Bonnechere Excavating Inc.

Discussion:

The pricing for 2024 has been received and noted below. Please note that total costs are for approximately 20 MT per load.

Company	Per MT Price for Cold Mix	Delivery	Total Cost
Greenwood Paving	\$132.70/tonne	\$260.00 delivery fee to Cobden Patrol	\$2,900.00 (Plus tax) Cobden Patrol
		\$280.00 delivery fee to Stone Road	\$2,920.00 (Plus tax) Stone Road
Bonnechere Excavating Inc.	\$150.00/tonne Cobden	Delivery Fee Included	\$3,000.00 (Plus tax) Cobden Patrol
	\$152.00/tonne Stone Road		\$3,040.00(Plus tax) Stone Road

Financial Implications:

As per Budget

People Consulted:

CAO/Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council purchase Cold Mix product from Greenwood Paving for 2024 for \$2900 – Cobden Patrol and for \$2920 – Stone Road, plus applicable taxes.

Township of Admaston/Bromley

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REPORT

Date: April 18, 2024
To: Council
From: Steve Visinski
Re: Dust Suppressant

Background:

As Committee is aware there is a benefit for the application of Dust Suppressant on gravel roads. The application of Liquid Calcium not only provides dust suppressant as well as it provides a binding agent in granular roads providing a more stable road base with less loss of granular material.

Discussion:

Currently there is only one company that supplies the Renfrew County area. “ Da-Lee Group” and they have been servicing the Township for the past few years.

Calcium is not cheap, however, when it’s used less grading is required, roads become more stable, and their structure lasts longer, requiring less maintenance, which in the long run could incur in cost savings. Calcium is normally applied only in front of residential areas to aid for less dust and the safety and visibility of passing vehicles. Staff with Councils previous approval have been completing full road calcium application on a few specific roads for the last few years. During this time staff have been collecting data such as how often these certain roads require grading and if the roadway requires additional granular materials. This program is expected to take five years to complete. Sufficient data is expected to be provided in the upcoming year. The cost of \$0.39 per litre was received from De-Lee Group for 2024. This is an increase of \$0.03 per litre from 2023.

Financial Implications:

As per Budget

People Consulted:

CAO/Clerk

Recommendation for Council:

BE IT RESOLVED THAT Committee recommend to Council to purchase the required calcium as per budgeted from Da-Lee Group for the 2024 season.

Township of Admaston/Bromley

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REPORT

Date: April 18, 2024
To: Council
From: Steve Visinski
Re: Street Sweeping/Catch Basin Cleaning

Background:

In early 2024 the Township joined with the County of Renfrew for a request for Tender for street Sweeping and Catch Basin Cleaning. The County offers Municipalities to join in on tenders for the hopes of receiving more competitive pricing with a larger contract.

Discussion:

Admaston/Bromley Township have been hiring local contractors over the past years to complete Street Sweeping and Catch Basin Cleaning in the Hamlets of Douglas and Osceola. We received confirmation from the County of Renfrew they have awarded their contract for Street Sweeping to Allan McCoy Contracting Inc. in Stittsville and Catch Basin Cleaning to XSite Enterprises of Eastern Ontario Inc. in Arnprior.

Admaston/Bromley's Street Sweeping portion amounted to \$6,106.00 before tax. This is a cost savings of approximately \$300.00 from 2023.

The Townships Catch Basin Cleaning portion of the contract amounted to \$693.00 before tax. This comes with an approximate cost savings of \$1000.00 from 2023.

Financial Implications:

As per Budget

People Consulted:

CAO/Clerk

Recommendation for Committee:

BE IT RESOLVED THAT Council receive the County of Renfrew's notification of award to Allan McCoy Contracting Inc. for Admaston/Bromley's portion of the County of Renfrew's Street Sweeping tender;

AND BE IT FURTHER RESOLVED THAT Council receive the County of Renfrew's notification of award to XSite Enterprises of Eastern Ontario Inc. for Admaston/Bromley's portion of the County of Renfrew's Catch Basin Cleaning tender.

**Township of Admaston/Bromley
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K7V 3Z5**

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613-646-7918 Cobden Road Garage**

REPORT

Date: April 18th 2024
To: Council
From: Steve Visinski
Re: Public Works March 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 March.

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. Tires were picked up by a contractor at the Stone Road Transfer and the Osceola Landfill.

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 no special weather events during the month of March. This was below average based on history with there being 2 events in March of 2023 and 5 events in March of 2022. The mild spring like weather has allowed staff to proceed with operations such as cold patching, brushing, sweeping and road grading.

Current Projects

- Cold patching continues as needed.
- Grading of gravel roads.
- Maintenance of equipment is ongoing.
- Signs that failed sign reflectivity testing have been replaced.

- Removal of snow fencing has been completed.
- Brushing operations are in progress.
- Intersection sweeping is in progress.

Upcoming Events

- Maintenance of Equipment will continue.
- Cold patching will continue as needed.
- Grading will continue weather permitting.
- Brushing operations will continue.
- Ditching operations will begin in various locations.
- Street sweeping will begin in the Hamlet of Douglas by a contractor.
- Granular M, Winter Sand, Capital Projects, and Vehicle tenders have been advertised and will be brought back to Council once closed.

Recommendation for Council:

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

Township of Admaston/Bromley

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REPORT

Date: April 18, 2024
To: Council
From: Kelly Coughlin
Re: March 2024 YTD Financial Overview

Background: n/a

Discussion:

During the month of March notable receipts include:

- 1) OCIF (Ontario Community Infrastructure Fund) in the amount of \$82,054.00.
- 2) Aggregate Resources - \$5,689.76
- 3) Building Permit revenues - \$3,306.95
- 4) Sewage Permits - \$2,000.00

Staff registered for Municipal Drain training being offered through OMAFRA. Although not budgeted for, the general admin training budget will be adjusted accordingly to offset this expenditure.

The township paid out first instalment on (2) debentures during the month for a total of \$104,001.44.

The township issued first remittances to the County of Renfrew and the various school boards for a total of \$561,981.67. This is the first of four installments. Installments are due March 31st, June 30th, September 30th and December 15th.

Financial Implications:

n/a

People Consulted:

Jennifer Charkavi - CAO/Clerk

Recommendation for Council:

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

March 2024 Financial Overview

	March YTD	Budget
REVENUE		
Taxation		
Municipal	(2,520,623.98)	(3,462,265.66)
County	(4,094.86)	(1,412,246.71)
School Boards	(2,543.33)	(786,848.91)
Provincial Grants		
OMPF	(108,500.00)	(434,000.00)
OCIF	(164,105.00)	(492,321.00)
Aggregate Resources	(5,689.76)	(35,000.00)
Recycling Grant	-	(59,168.00)
Other provincial grants	(6,899.20)	(149,700.00)
Federal Grants		
Canada Community Building Fund	-	(94,163.00)
Other federal grants	(1,168.82)	(15,100.00)
Fees & Service Charges	(11,726.08)	(97,074.00)
Building Revenue	(26,086.07)	(146,153.05)
Waste Management Revenue	(4,848.50)	(27,050.00)
Fire Revenue	(40.00)	(9,810.00)
Long Term Debt Financing	-	(305,740.00)
Revenue from Reserves	-	(205,776.00)
TOTAL REVENUE as of March 31, 2024	(2,856,325.60)	(7,732,416.33)
EXPENDITURES		
Election	-	7,000.00
Administration (incl. blgs)	153,700.33	687,730.46
Other Administrative Costsq	9,844.62	84,200.00
Police & Police Service Board	99,840.31	398,044.00
Emergency Management	201.72	3,000.00
Planning & Zoning	-	(9,250.00)
Economic Development	32,986.43	38,050.00
Council	35,303.52	136,000.69
Building	32,532.05	137,298.11
Fire Department	90,594.17	570,492.19
Public Works	362,218.94	3,039,676.00
Waste Management	66,987.55	341,326.26
Library	29,293.00	29,713.00
Recreation	19,750.18	51,540.00
Transfer to County	361,703.00	1,412,246.71
Transfer to School Boards	200,278.67	786,848.91
TOTAL EXPENDITURES as March 31, 2024	1,495,234.49	7,713,916.33
SURPLUS / (DEFICIT)	1,361,091.11	18,500.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
REVENUE		
TAXATION		
Municipal - Taxation	(2,505,136.77)	(3,411,695.66)
Municipal - Supplementaries		(10,000.00)
Total Municipal Taxation	(2,505,136.77)	(3,421,695.66)
COUNTY & SCHOOL BOARDS TAXATION REVENUE		
County		(1,412,246.71)
English - Public		(571,288.66)
English - Separate		(192,119.56)
French - Public		(7,359.82)
French - Separate		(16,080.87)
Total County & School Board Revenue	-	(2,199,095.62)
SUPPLEMENTALS		
County	(6,790.25)	
General Municipal	(12,796.27)	
English - Public	(2,037.34)	
English - Separate	(61.10)	
French - Public		
French - Separate		
Education - Not Directed	(1,781.95)	
Total Supplementals	(23,466.91)	-
WRITE-OFFS		
County	2,695.39	
General Municipal	5,113.89	
English - Public	922.58	
English - Separate		
French - Public		
French - Separate		
Education - Not Directed	414.48	
Total Write-Offs	9,146.34	-

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
PAYMENTS IN LIEU		
Canada		(740.00)
Ontario		(4,400.00)
Power Dams		(5,000.00)
Municipal Enterprises		(3,200.00)
County		(1,340.00)
MNR - Fire Agreement		(330.00)
Hydro One		(1,560.00)
PIL - County Share		
PIL - English Public		
Total Payments in Lieu	-	(16,570.00)
TOTAL TAXATION	(2,519,457.34)	(5,637,361.28)
PENALTY		
Penalties-Taxes	(7,771.13)	(24,000.00)
Interest - A/R	(33.70)	
Total Penalty	(7,804.83)	(24,000.00)
PROVINCIAL GRANTS		
Ontario Municipal Partnership Fund (OMPF)	(108,500.00)	(434,000.00)
OMPF One-Time Funding		
Transfer from Deferred Revenue (OCIF - Formula Component)	(164,105.00)	(492,321.00)
Modernization 2 - Roads Review		
Modernization 3 - Org Review		
ICIP Grant - Fire hall expansion		(80,000.00)
Ontario - One Time Funding		
Livestock Damage Recovery	(1,558.20)	(3,000.00)
Tile Drain		(41,000.00)
Municipal Drain		(5,000.00)
Drains Superintendant Grant		(2,500.00)
R.I.D.E. Grant		(8,700.00)
Police Revenue		(2,500.00)
Interest Income - OCIF Funding	(5,341.00)	(7,000.00)

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Aggregate Resources	(5,689.76)	(35,000.00)
Recycling Grant - Landfill		(59,168.00)
Total Provincial Grants	(285,193.96)	(1,170,189.00)
FEDERAL GRANTS		
Special Grants		
Student Employment		(9,400.00)
CanadaDay Grant - Recreation		(500.00)
Transfer from Deferred Revenue (Canada Community Building Fund)		(94,163.00)
Interest Income - CCBF Funding	(1,168.82)	(5,200.00)
FCM Asset Management		
ICIP - Northern & Rural Funding		
ICIP COVID - Douglas Fire Garage		
Total Federal Grants	(1,168.82)	(109,263.00)
FEES & SERVICE CHARGES		
Tax Certificates	(500.00)	(3,500.00)
Lottery Licenses	(43.50)	(200.00)
Sale of Maps		(24.00)
Backyard Chicken		(500.00)
Administration Fees - NSF	(2,656.25)	(450.00)
Other Service Charges - Miscellaneous		(1,000.00)
Rental Income - BLCC	(2,506.86)	(8,000.00)
Road Revenue	(127.00)	(1,000.00)
Sale of TCA's		(15,000.00)
Entrance Fees		(1,200.00)
911 Civic Addressing Revenue		(200.00)
Interest Income - Operating Acct	(3,802.47)	(56,000.00)
Gain/Loss on Disposal of Assets		-
Planning & Zoning		(8,000.00)
Consents	(1,400.00)	
Zoning Certificates	(50.00)	
Total Fees & Charges	(11,086.08)	(95,074.00)

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
OTHER REVENUE		
Dog Licensing	(640.00)	(2,000.00)
Special Occasions		
Revenue-Surplus	-	
Total Other Revenue	(640.00)	(2,000.00)
BUILDING REVENUE		
Septic Usage Permits	(550.00)	(500.00)
Building Permits	(6,947.35)	(55,000.00)
Sewage Permits	(2,000.00)	(10,000.00)
Horton (60/40)	(16,588.72)	(80,653.05)
Total Building Revenue	(26,086.07)	(146,153.05)
WASTE MANAGEMENT REVENUE		
Tipping Fees-Stone Road Site	(643.50)	(2,000.00)
Tipping Fees-Osceola Site	(4,205.00)	(25,000.00)
Sale of Blue Boxes		(50.00)
Misc Landfill Closure Costs		
Total Waste Management Revenue	(4,848.50)	(27,050.00)
FIRE REVENUE		
Fire Agreement - NAW		(7,650.00)
Fire - Investment Income		-
Fire Calls		(2,160.00)
Fire - Miscellaneous	(40.00)	-
Fire - MNR Fire Agreement	-	-
Fire - Levy	-	-
Fire - Surplus / Deficit		
Fire Transfer from Reserves	-	-
Total Fire Revenue	(40.00)	(9,810.00)
Long Term Debt / Financing		
Capital Lease - SCBA's		
Debenture Proceeds		(305,740.00)

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Total Long Term Debt / Financing	-	(305,740.00)
REVENUE FROM RESERVES		
From Working Funds Reserve		
From Capital Reserve		
From CCBF Reserve		(100,097.00)
From OCIF Reserve		(105,679.00)
From Fire Hall Road Survey		
From Main Street Revitalization Reserve		
From Police Service Board Reserve		
From Road Revenue		
From 1x Funding Reserves		
From Modernization Reserve		
From Fire Reserve - Equipment		
From Cannabis Reserve		
From Safe Restart Reserve		
Total Revenue from Reserves	-	(205,776.00)
TOTAL REVENUES	(2,856,325.60)	(7,732,416.33)
EXPENDITURES		
Election		
Election		
Election - Supplies / Postage		
Election - Misc		
Election - Courses & Training		
Election - Advertising		
Election - IT Services		
NEW Transfer to Reserve - Election		7,000.00
Total Election Expense	-	7,000.00
ADMINISTRATION		
Administraiton Overhead		
Wages - General Admin	78,666.98	367,095.21
Transfer to PW (50% Admin wages)		

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
ADM - Benefits		123,860.25
Taxable Benefits - General Admin		
Income Tax - General Admin		
CPP - General Admin	4,608.96	
EI - General Admin	1,900.33	
Group Insurance - General Admin	8,052.14	
OMERS - General Admin	8,108.11	
WSIB - General Admin	2,796.54	
EHT - General Admin	1,597.07	
Provisional Pay Review		
ADM - Asset Mngt Coordinator		25,000.00
ADM - Office Supplies	3,173.06	7,000.00
ADM - Computer Supp/ Small Equip/Software		3,700.00
Office Equipment & Furniture		
ADM - Miscellaneous	421.92	2,000.00
Interest		
ADM - Postage	2,411.72	5,000.00
ADM - Photo Copier		2,700.00
ADM - Freight & Delivery Charges		200.00
ADM - Mileage	74.39	4,000.00
ADM - Staff Conventions	2,991.48	7,500.00
ADM - Courses & Training	2,460.57	5,000.00
ADM - Dues & Memberships	4,224.51	6,360.00
ADM - Advertising	213.70	4,000.00
ADM - Clearing Acct		
ADM - Penny Rounding Acct	0.02	
ADM - Public Relations		650.00
ADM - Insurance	5,171.62	15,700.00
ADM - Telephone - Stone Rd	980.23	1,800.00
ADM - Fax	335.13	1,200.00
ADM - Cell	20.00	480.00
ADM - Legal - General	712.32	6,000.00
ADM - Audit		27,000.00
Petty Cash		-
ADM - Information Technology	6,508.07	23,205.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Internet	761.19	
Municipal Website	30.48	
ADM - Human Resources		5,100.00
ADM - Accessibility Compliance	(21.86)	1,000.00
ADM - Office Equipment Mtce Contract	571.82	5,000.00
ADM - Financial Expense	62.61	1,700.00
Tax Write-Off - Municipal		
Tax Registration Costs	(5.01)	
ADM - Capital	9,681.48	-
PSAB Compliance		
ADM - Trf to Reserves		-
Asset Management Review		
Main Street Revitalization		
Cannabis Study - ICB		
Pub Works Structural Review		
Structural Review		
Total Administration Overhead	146,509.58	652,250.46
Township Office		
Twp Office - Building Supplies - Stone Road	84.42	1,000.00
Twp Office - Building Maintenance		1,800.00
Building - Stone Road	513.65	
Water Testing - Stone Road	138.32	
Twp Office - Cleaning - Stone Road	1,557.63	5,400.00
Twp Office - Furnace Fuel - Stone Road	712.97	3,500.00
Twp Office - Twp Office - Propane	441.01	2,000.00
Twp Office - Hydro - Stone Road	695.18	3,750.00
Twp Office- Contracted Services		200.00
Security System	152.64	
Twp Office - Rentals		-
Total Township Office	4,295.82	17,650.00
Barr Line Community Centre		
BLCC Building Supplies - Barr Line	319.30	250.00
BLCC - Insurance		2,300.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
BLCC - Building Mtce / Repair		750.00
Building - Barr Line	93.19	
Water Testing - Barr Line	130.73	
BLCC - Cleaning	1,016.76	3,230.00
BLCC - Hydro	138.94	2,000.00
BLCC - Telephone	-	-
BLCC - Furnace Fuel	1,168.63	3,800.00
Building - Capital		
Total Barr Line Community Centre	2,867.55	12,330.00
Osceola Historical Society Building		
OHSB - Building Supplies		250.00
OHSB - Insurance		2,300.00
OHSB - Building Maintenance / Repair		2,500.00
OHSB - Hydro	27.38	450.00
Total Osceola Historical Society Building	27.38	5,500.00
TOTAL ADMINISTRATION COSTS	153,700.33	687,730.46
OTHER ADMINISTRATIVE COSTS		
Health & Safety		
H&S - Supplies		1,000.00
Health and Safety Inspections		
H&S - Mileage		300.00
H&S - Courses & Training		1,700.00
Total Health & Safety	-	3,000.00
Animal & By-law Enforcement		
Animal Control - Canine Control		2,500.00
Animal Control & By-law Enforcement - Printing	220.03	250.00
By-Law Enforcement	1,746.00	5,000.00
Census Taker	-	-
Animal Control - Poundkeeper Fees	-	-
Total Animal Control & By-law Enforcement	1,966.03	7,750.00
Vetrinary Services		

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Agriculture Veterinary Unit	709.48	750.00
Total Vetrinary Services	709.48	750.00
Drains & Municipal Drains		
Municipal Drain Maintenance		25,000.00
Tile Drainage	5,285.27	41,000.00
Drainage Superintendent		1,000.00
Municipal Drains - Training	325.64	
Drainage - Postage		100.00
Total Drains & Municipal Drains	5,610.91	67,100.00
Fence Viewers & Livestock Valuer		
Fence Viewers		100.00
Livestock Compensation	1,558.20	5,000.00
Livestock Valuer		500.00
Total Fence Viewers & Livestock Valuer	1,558.20	5,600.00
TOTAL OTHER ADMINISTRATION COSTS	9,844.62	84,200.00
POLICING & POLICE SERVICE BOARD		
Policing		
Police Contract	95,261.48	386,544.00
R.I.D.E. Duty	3,294.23	7,000.00
Total Policing	98,555.71	393,544.00
Police Service Board		
PSB - Wages	141.84	1,200.00
PSB - Benefits		
PSB - Committee Pay	200.00	1,000.00
PSB - Mileage & Expenses	942.76	2,300.00
Total Police Services Board	1,284.60	4,500.00
TOTAL POLICING & POLICE SERVICE BOARD	99,840.31	398,044.00
EMERGENCY MANAGEMENT		
Emergency Mngt - Emergency Equipment / Supplies		1,000.00
Emergency Mngt - Mileage	201.72	300.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Emergency Mngt - Courses/ Training		1,700.00
Total Emergency Management	201.72	3,000.00
PLANNING & ZONING		
Planning & Zoning - Office Supplies		250.00
Planning & Zoning - Misc Supplies		500.00
Planning & Zoning - Advertising		1,500.00
Planning & Zoning - Professional Fees		7,000.00
Planning & Zoning - Capital		
Planning & Zoning - Trf to Reserves - Planning Reserve	-	-
Total Planning & Zoning	-	9,250.00
ECONOMIC DEVELOPMENT		
Economic Development - Office Supplies		250.00
Economic Development - Mileage		500.00
Economic Development - Advertising		500.00
Economic Development - Professional Services	32,986.43	35,800.00
Economic Development - Public Relations		1,000.00
Total Economic Development	32,986.43	38,050.00
COUNCIL		
Council - Wages	18,753.42	81,264.73
Council - Benefits		14,035.96
Income Tax - Council		
CPP - Council	891.55	
Group Insurance - Council	2,247.71	
EHT - Council	370.95	
Council - Miscellaneous	486.25	1,000.00
Council - Postage		3,250.00
Council - Mileage	310.20	6,000.00
Council - Conventions & Meetings	4,740.72	9,000.00
Council - Public Relations		4,750.00
Awards		
Council - Special Occasions		3,700.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Council - Insurance		2,200.00
Council - IT Services & Support	1,602.72	3,900.00
Council - Donations & Grants	5,900.00	6,900.00
Council - Capital		-
TOTAL COUNCIL	35,303.52	136,000.69
BUILDING & SEWAGE		
Building - Wages	20,592.25	93,692.34
Septic Wages	75.00	
Building - Benefits		32,565.77
Income Tax - Building		
CPP - Building	1,185.43	
EI - Building	481.80	
Group Insurance - Building	2,103.24	
WSIB - Building	709.00	
EHT - Building	404.27	
OMERS - Building	2,141.54	
Building - Office Supplies	1,195.52	2,100.00
Building - Printing	141.45	400.00
Building - Mileage	282.41	1,000.00
Building - Conventions		3,300.00
Building - Training & Courses	3,095.14	3,500.00
Building - Dues & Memberships	100.00	500.00
Building - Financial Expenses	25.00	
Building - Cell		240.00
TOTAL BUILDING & SEWAGE	32,532.05	137,298.11
FIRE DEPARTMENT		
Fire Overhead Costs		
Fire Wages - Clearing acct		
Fire - Wages	28,397.88	127,141.24
Fire - Benefits		31,537.66
Income Tax		
CPP	73.94	

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
EI	47.64	
Group Insurance	1,018.41	
WSIB	2,475.12	
EHT	39.97	
Fire - Standby		20,500.00
Fire - Office Supplies	56.27	1,200.00
Fire - Computer Supplies		-
Fire - IT Services		-
Fire - Misc Supplies		500.00
Fire - Cell Phone		480.00
Fire - Food		1,500.00
Fire - Christmas Dinner		1,500.00
Fire - HST		-
Fire - Health & Safety	501.52	
Fire - Postage / Freight/Delivery		2,500.00
Fire - Mileage	486.68	4,000.00
Fire - Courses & Training	1,327.97	11,000.00
Fire Fighters Certification Course Costs	1,360.95	
Fire - Prevention	213.69	1,000.00
Fire - Radio Licenses		600.00
Licenses	598.47	
Fire - Radio Pagers / Mtce		4,000.00
Fire - Membership Dues	100.00	150.00
Mutual Aid		
Fire - Uniforms		4,000.00
Clothing		
Fire - Medical Expenses		500.00
Fire - Renfrew Agreement		36,000.00
Fire - Greater Madawaska		4,803.00
Fire - Whitewater Region		8,000.00
Fire - Dispatch		1,125.00
Fire - Call Taking / Alerting		2,200.00
Fire - Fluent MS		1,400.00
Fire - Loan Repayment	41,093.47	41,093.47
Fire - Capital		9,811.82

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Douglas Fire Garage Project		
Fire - Douglas Levy Advances		
Fire - Transfer to Reserves - New Fire Hall		-
Fire - Transfer to Reserves - Vehicles		25,000.00
Total Fire Overhead	77,791.98	341,542.19
Douglas Fire Hall		
Fire Hall - Support Wages		1,600.00
Fire Hall - Building Supplies	573.62	3,000.00
Fire Hall - Building Maintenance		3,700.00
Fire Hall - Insurance	5,125.15	13,100.00
Fire Hall - Telephone	721.22	6,000.00
Fire - Secretary Internet		700.00
Fire Hall - Internet	200.47	
Fire Hall - Supplies		100.00
Fire Hall - Hydro	202.21	3,000.00
Fire Hall - Oil Furnace	4,489.56	10,500.00
Fire Hall - Propane (generator)		1,500.00
Fire Hall - Capital		80,000.00
Total Douglas Fire Hall Expenses	11,312.23	123,200.00
Fire Equipment		
Fire Equipment - Smalls Tools		13,200.00
Equipment Maintenance	89.73	
Fire Equipment - SCBA's		6,500.00
Fire Equipment - Safety Equipment		16,550.00
Fire Equipment - Equipment Rental		2,000.00
Fire Equipment - Extrication		2,500.00
Fire Equipment - Capital (Equipment NEW)		35,000.00
Fire Equipment - SCBA's		
Total Fire Equipment	89.73	75,750.00
Dry Hydrants		
Dry Hydrants - Repairs / Maintenance	-	-
Dry Hydrants - Capital		10,000.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Total Dry Hydrants	-	10,000.00
Fuel	878.54	
Vehicle Maintenance	113.87	
	992.41	-
Truck 1 - 2009 Freightliner		
Fire Truck 1 - Insurance		1,500.00
Fire Truck 1 - Repairs / Maintenance	407.82	2,000.00
Fire Truck 1 - Clear Diesel Fuel		2,000.00
Total Fire Truck 1 Expenses	407.82	5,500.00
Truck 2 - 1980 GMC		
Fire Truck 2 - Insurance		1,500.00
Fire Truck 2 - Repairs / Maintenance		1,500.00
Fire Truck 2 - Gasoline		1,000.00
Total Fire Truck 2 Expenses	-	4,000.00
Truck T2 - 2008 Dodge Stirling		
Fire Truck T2 - Insurance		1,500.00
Fire Truck T2 - Repairs / Maintenance		2,000.00
Fire Truck T2 - Clear Diesel Fuel		1,500.00
Total Fire Truck T2 Expenses	-	5,000.00
Truck T4 - 1998 Freightliner		
Fire Truck T4 - Insurance		1,500.00
Fire Truck T4 - Repairs / Maintenance		2,500.00
Fire Truck T4 - Clear Diesel Fuel		1,500.00
Total Fire Truck 4 Expenses	-	5,500.00
TOTAL FIRE DEPARTMENT EXPENSES	90,594.17	570,492.19
PUBLIC WORKS DEPARTMENT		

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Brushing / Tree Trim		
Brushing / Tree Trim - Wages	10,032.39	13,514.58
Brushing / Tree Trim - Benefits	4,313.90	5,615.00
Brushing / Tree Trim - Materials / Supplies	592.36	2,500.00
Brushing / Tree Trim - Equipment		
Total Brushing / Tree Trim	14,938.65	21,629.58
Cold Patch		
Cold Patch - Wages	5,284.09	32,023.68
Cold Patch - Benefits	2,272.16	13,304.00
Cold Patch - Materials/Supplies	3,200.35	25,000.00
Cold Patch - Equipment		
Total Cold Patch	10,756.60	70,327.68
Culvert Maintenance		
Culvert Maintenance - Wages	27.58	5,582.11
Culvert Maintenance - Benefits	11.86	2,319.00
Culvert Maintenance - Materials/Supplies		6,000.00
Culvert Maintenance - Equipment		
Total Culvert Maintenance	39.44	13,901.11
Ditching		
Ditching - Wages		9,107.65
Ditching - Benefits		3,784.00
Ditching - Materials/Supplies		500.00
Ditching - Equipment		
Total Ditching	-	13,391.65
Dust Control		
Dust Control - Wages		1,175.18
Dust Control - Benefits		488.00
Dust Control - Materials/Supplies		50,000.00
Dust Control - Equipment		
Total Dust Control	-	51,663.18

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Flood Control		
Flood Control - Wages	168.08	2,937.95
Flood Control - Benefits	72.27	1,221.00
Flood Control - Materials / Supplies		500.00
Flood Control - Equipment		
Total Flood Control	240.35	4,658.95
Grading / Scarifying		
Grading/Scarifying - Wages	3,484.53	19,390.48
Grading/Scarifying - Benefits	1,498.35	8,056.00
Grading/Scarifying - Materials/Supplies	(198.43)	10,000.00
Grading / Scarifying - Equipment		
Total Grading / Scarifying	4,784.45	37,446.48
Grass & Weeds		
Grass & Weeds - Wages		5,582.11
Grass & Weeds - Benefits		2,319.00
Grass & Weeds - Materials/Supplies		5,000.00
Grass & Weeds - Equipment		
Total Grass & Weeds	-	12,901.11
Gravel Contract		
Gravel Contract - Wages		4,700.72
Gravel Contract - Benefits		1,953.00
Gravel Contract - Materials/Supplies		130,000.00
Gravel Contract - Equipment		
Total Gravel Contract	-	136,653.72
Patching & Washouts		
Patching & Washouts - Wages	1,291.12	5,288.31
Patching & Washouts - Benefits	555.19	2,197.00
Patching & Washouts - Materials/Supplies		2,000.00
Patching & Washouts - Equipment		
Total Patching & Washouts	1,846.31	9,485.31

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Sanding /Salting		
Sanding/Salting - Wages	12,262.61	24,385.00
Sanding/Salting - Benefits	5,272.92	10,131.00
Sanding/Salting - Materials/Supplies	8,838.05	105,000.00
Sanding / Salting - Equipment		
Total Sanding / Salting	26,373.58	139,516.00
Intersection Signs		
Intersection Signs - Wages	6,394.48	7,051.08
Intersection Signs - Benefits	2,749.65	2,929.00
Intersection Signs - Materials/Supplies	4,254.83	5,000.00
Total Intersection Signs	13,398.96	14,980.08
911 Signs (Civic Signs)		
911 Signs (Civic Signs) - Wages	595.91	1,468.98
911 Signs (Civic Signs) - Benefits	256.25	610.00
911 Signs (Civic Signs) - Materials / Supplies	52.00	1,500.00
Total 911 Signs (Civic Signs)	904.16	3,578.98
Centre Line Marking		
Centre Line Marking - Wages		1,175.18
Centre Line Marking - Benefits		488.00
Centre Line Marking - Materials / Supplies		500.00
Centre Line Marking - Contracted Services		6,000.00
Total Centre Line Marking	-	8,163.18
Guide Rails		
Guide Rails - Wages	110.32	1,468.98
Guide Rails - Benefits	47.44	610.00
Guide Rails - Materials/Supplies		500.00
Guide Rails - Equipment	-	-
Total Guide Rails	157.76	2,578.98
Snow Plowing		
Snow Plowing - Wages	19,758.09	54,645.91

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Snow Plowing - Benefits	8,496.02	22,703.00
Snow Plowing - Misc Supplies	5,676.54	8,000.00
Snow Plowing - Equipment		
Snow Plowing - Contracts		700.00
Total Snow Plowing	33,930.65	86,048.91
Street Lights		
Street Lights-Hydro & Maint.		
Street Lights - Materials / Supplies		5,000.00
Street Lights - Hydro	982.45	5,000.00
Total Street Lights	982.45	10,000.00
Street Maintenance		
Street Maintenance- Wages	2,631.32	2,937.95
Street Maintenance - Benefits	1,131.46	1,221.00
Street Maintenance - Materials/Supplies	1,974.15	2,000.00
Street Maintenance - Contracted Services		7,300.00
Street Maintenance - Equipment		
Total Street Maintenance	5,736.93	13,458.95
Catch Basins		
Catch Basins - Wages	-	-
Catch Basins - Benefits	-	-
Catch Basins - Materials/Supplies		200.00
Catch Basins - Contracted Services		3,000.00
Total Catch Basins	-	3,200.00
Snow Fence / Culvert Thaw		
Snow Fence/Culvert Thaw - Wages	655.26	1,175.18
Snow Fence/Culvert Thaw - Benefits	281.76	488.00
Snow Fence/Culvert Thaw - Materials		500.00
Total Snow Fence / Culvert Thaw	937.02	2,163.18
Roads Overhead		
Roads OHD - Wages		152,884.61

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Supervision	23,337.24	-
Roads OHD - Benefits		31,161.19
Roads OHD - Secretarial Wages and Deductions		-
Roads OHD - Charged to Waste Management		(11,803.59)
Roads OHD - Office Supplies		250.00
Roads OHD - Miscellaneous	217.62	250.00
Financial Expense	25.00	
Munic. Drain Maintenance		
Roads OHD - Conventions		-
Roads OHD - Courses & Training	117.18	9,500.00
Roads OHD - Dues & Memberships	1,112.85	1,000.00
Roads OHD - IT / Subscriptions / Technology		6,500.00
Roads OHD - Advertising	112.19	2,500.00
Roads OHD - Insurance		33,800.00
Roads OHD - Cell Phone		1,680.00
Roads OHD - Radio Licenses / Repeater Usage	549.51	6,000.00
Roads OHD - Standby Wages & On Call Phone	5,283.23	18,610.00
Roads OHD - Safety Equipment	180.11	3,500.00
Roads OHD - Safety Boots	438.78	1,750.00
Roads OHD - Medical Expense		110.00
Roads OHD - DZ/AZ License renewals		125.00
Roads OHD - Licensing (Pit/HWIN)	1,183.00	1,500.00
Roads OHD - Loan Principle Repayment		
5 Year Loan IO (By-law# 2020-51)		51,000.00
10 Year Loan IO (By-law# 2022-20)	51,390.49	103,000.00
20 Year Loan IO (By-law #2022-21)	52,610.95	106,000.00
10 Year Loan IO (Grader By-law# 2023-55)		70,000.00
Roads OHD - Capital		1,183,000.00
Roads OHD - Capital		
Roads OHD - Trf to Reserve - Building		-
Roads OHD - Trf to Reserves - Vehicle		5,000.00
Roads OHD - Trf to Reserves - Equipment		5,000.00
Roads OHD - Trf to Reserve - Aggregate Reserve		35,000.00
Roads OHD - Trf to Reserves - Paved Roads		-
Roads OHD - Trf to Winter Control Contingency Reserve		20,000.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Flood Expenses not covered by MDRAP		
2019 Spring Flood Event		
COVID-19		
Extraordinary Expense - Insurance		
Total Roads Overhead	136,558.15	1,837,317.21
Stone Road Garage		
Stone Road Garage - Wages		7,344.88
Stone Road Garage - Benefits		3,051.00
Stone Road Garage - Bldg Supplies		
Stone Road Garage - Equipment Testing		500.00
Stone Road Garage - Building Maintenance/ Repair	22,714.90	15,000.00
Stone Road Garage - Cleaning Services	646.74	550.00
Stone Road Garage - Parts & Supplies		4,000.00
Stone Road Garage - Furnace Fuel		10,000.00
Stone Road Garage - Hydro	175.78	3,000.00
Stone Road Garage - Telephone		1,500.00
Security		
Stone Road Garage - Capital		
Total Stone Road Garage	23,537.42	44,945.88
Bromley Garage		
Bromley Garage - Wages		7,344.88
Bromley Garage - Benefits		3,051.00
Bromley Garage - Parts & Supplies	634.19	4,000.00
Bromley Garage - Equipment Testing		200.00
Bromley Garage - Building Mtce / Repair	3,159.66	4,000.00
Bromley Garage - Cleaning Services		550.00
Bromley Garage - Furnace Fuel		10,000.00
Bromley Garage - Hydro	500.33	3,000.00
Bromley Garage - Telephone	271.19	1,500.00
Bromley Garage - Capital		
Total Bromley Garage	4,565.37	33,645.88
Roads - Inspections		

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Roads - Inspection - Wages	4,005.00	15,433.84
Roads - Inspection - Benefits		6,093.35
Total Roads - Inspections	4,005.00	21,527.19
V23 - Komatsu Excavator (2007)		
V23 Excavator - Wages	1,201.26	3,525.54
V23 Excavator - Benefits	516.55	1,465.00
V23 Excavator - Insurance	1,069.11	1,000.00
V23 Excavator - Repairs	856.66	5,000.00
V23 Excavator - Colour Diesel		10,000.00
Total V23 - Komatsu Excavator	3,643.58	20,990.54
V28 - Western Star Tandem Plow Truck (2014)		
V28 Tandem - Wages	2,031.42	4,113.13
V28 Tandem - Benefits	873.55	1,709.00
V28 Tandem - Insurance		1,000.00
V28 Tandem - Repairs	6,931.61	14,000.00
V28 Tandem - Clear Diesel	4,458.09	18,000.00
V28 Tandem - Licenses		2,989.50
Total V28 - Western Star Tandem Plow Truck (2014)	14,294.67	41,811.63
V29 - Tractor (2014)		
V29 Tractor- Wages	693.87	2,350.36
V29 Tractor- Benefits	298.37	976.00
V29 Tractor - Repairs		4,000.00
V29 Tractor - Coloured Diesel	246.06	3,000.00
Total - V29 - Tractor (2014)	1,238.30	10,326.36
V30 - Float Trailer (2015)		
V30 Float Trailer- Wages	288.60	
V30 Float Trailer- Benefits	124.10	
V30 Float Trailer - Repairs		
V30 Float Trailer - Coloured Diesel		
Total - V30 Float Trailer (2015)	412.70	-

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
V31 - Volvo Grader (2011)		
V31 Grader - Wages	1,133.77	1,175.18
V31 Grader - Benefits	487.53	488.00
V31 Grader - Insurance		1,000.00
V31 Grader - Repairs	1,751.15	18,000.00
V31 Grader - Colour Diesel	2,218.37	15,500.00
Total - V31 - Volvo Grader (2011)	5,590.82	36,163.18
V33 - Western Star Tandem Plow Truck (2016)		
V33 Tandem - Wages	1,136.00	2,937.95
V33 Tandem - Benefits	488.49	1,221.00
V33 Tandem - Insurance		1,000.00
V33 Tandem - Repairs	4,581.15	15,000.00
V33 Tandem - Clear Diesel	4,374.07	20,000.00
V33 Tandem - Licenses		1,917.50
Total - V33 - Western Star Tandem Plow Truck (2016)	10,579.71	42,076.45
V34 - Chev 3/4 ton (2018)		
V34 Chev 3/4 Ton - Wages	1,904.62	2,350.36
V34 Chev 3/4 ton - Benefits	818.99	976.00
V34 Chev 3/4 ton - Insurance		600.00
V34 3/4 Ton Chev - Repairs	522.96	3,500.00
V34 3/4 ton Chev - Gasoline	2,746.63	11,500.00
V34 3/4 ton Chev - License		265.25
Total - V34 - Chev 3/4 ton (2018)	5,993.20	19,191.61
V35 - JBC Backhoe (2018)		
V35 Backhoe - Wages	498.68	1,175.18
V35 Backhoe - Benefits	214.42	488.00
V35 Backhoe - Insurance		300.00
V35 Backhoe - Repairs	2,991.06	3,500.00
V35 Backhoe - Colour Diesel	1,063.94	7,000.00
Total - V35 - JBC Backhoe (2018)	4,768.10	12,463.18
V36 - Chevy 1/2 ton Silverado (2018)		

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
V36 Chevy 1/2 ton - Wages		293.80
V36 Chevy 1/2 ton - Benefits		122.00
V36 Chevy 1/2 ton - Insurance		600.00
V36 Chevy 1/2 ton - Repairs	239.47	2,000.00
V36 Chevy 1/2 ton - Gasoline	1,203.55	5,500.00
Total - V36 - Chevy 1/2 ton Silverado (2018)	1,443.02	8,515.80
V37 - JBC Backhoe (2018)		
V37 BAckhoe - Wages	638.63	1,762.77
V37 Backhoe - Benefits	274.61	732.00
V37 Backhoe - Insurance		300.00
V37 Backhoe - Repairs	640.38	3,500.00
V37 Backhoe - Colour Diesel	700.66	3,500.00
Total - V37 - JBC Backhoe (2018)	2,254.28	9,794.77
V38 - Western Star Tandem Plow Truck (2020)		
V38 Tandem - Wages	943.93	2,350.36
V38 Tandem - Benefits	405.88	976.00
V38 Tandem - Insurance		100.00
V38 Tandem - Repair Parts	4,264.91	10,000.00
V38 Tandem - Clear Diesel	4,091.42	19,500.00
V38 Tandem - Licenses		1,917.50
Total - V38 - Western Star Tandem Plow Truck (2020)	9,706.14	34,843.86
V39 - GMC 4x4 Sierra (2021)		
V39 GMC Sierra - Wages	676.60	1,175.18
V39 GMC Sierra - Benefits	290.94	488.00
V39 GMC Sierra - Insurance		600.00
V39 GMC Sierra- Repairs	712.29	2,000.00
V39 GMC Sierra- Gasoline	2,335.48	8,500.00
V39 GMC Sierra - Licenses		361.00
Total - V39 - GMC 4x4 Sierra (2021)	4,015.31	13,124.18
V40 - Ammamma 66" Roller (2021)		
V40 Roller - Wages	155.56	587.59

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
V40 Roller - Benefits	66.89	244.00
V40 Roller - Insurance		100.00
V40 Roller - Repairs	220.25	2,500.00
V40 Roller - Colour Diesel		1,100.00
V40 - Ammamma 66" Roller (2021)	442.70	4,531.59
V41 - Western Star Tandem Plow (2022)		
V41 Tandem - Wages	904.02	2,056.57
V41 Tandem - Benefits	388.73	854.00
V41 Tandem - Insurance		1,000.00
V41 Tandem - Repair Parts	3,186.13	6,000.00
V41 Tandem - Clear Diesel	4,538.97	19,000.00
V41 Tandem - Licenses		1,917.50
Total - V41 - Western Star Tandem Plow (2022)	9,017.85	30,828.07
V27-2023 John Deere Grader		
V27-2023 Grader - Wages	322.07	587.59
V27-2023 Grader - Benefits	53.16	244.00
V27-2023 Grader - Insurance		800.00
V27-2023 Grader - Repairs	2,715.97	9,000.00
V27-2023 Grader - Colour Diesel	2,034.11	15,000.00
Total - V27-2023 John Deere Grader	5,125.31	25,631.59
CH#1 - Chipper (1999)		
CH#1 Chipper - Wages	-	-
CH#1 Chipper - Benefits	-	-
CH#1 Chipper - Repairs		500.00
CH#1 Chipper - Coloured Diesel		100.00
Total - CH#1 - Chipper (1999)	-	600.00
S#2 - Steamer (1996) - Qty: 2 One at Bromley is old, not generally used		
S#2 Steamer - Wages	-	-
S#2 Steamer - Benefits	-	-
S#2 Steamer - Repairs		500.00
S#2 Steamer - Propane		100.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Total - S#2 - Steamer (1996) - Qty: 2 One at Bromley is old, not generally used	-	600.00
Remediation		
Remediation - Wages		9,401.45
Remediation - Benefits		3,906.00
Remediation - Materials		9,342.55
Total - Remediation	-	22,650.00
Culvert Replacement Program - Capital		
Culvert Replacement Program - Wages		23,797.41
Culvert Replacement Program - Benefits		9,887.00
Culvert Replacement Program - Materials (Capital)		13,665.59
Culvert Replacement Program - Contracted Services		15,000.00
Culvert Replacement Program - Equipment		
Total - Culvert Replacement Program - Capital	-	62,350.00
Capital Maintenance Program		
Capital Maintenance Program - Wages		9,401.45
Capital Maintenance Program - Benefits		3,906.00
Capital Maintenance Program - Materials		36,692.55
Total - Capital Maintenance Program	-	50,000.00
Total Public Works	362,218.94	3,039,676.00
WASTE MANAGEMENT		
Waste Management Overhead		
Waste Management - Wages	12,229.01	59,076.81
Waste Management - Benefits		9,556.45
Transfer from Public Works		11,875.00
Income Tax - Waste Management		
CPP - Waste Management	559.40	
EI - Waste Management	284.24	
OMERS - Waste Management	580.87	
WSIB - Waste Management	418.23	
EHT - Waste Management	238.47	

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Waste Management - Materials / Supplies		300.00
Waste Management - Printing		1,650.00
Waste Management - Training		500.00
Waste Management - Dues & Memberships		310.00
Waste Management - Advertising		500.00
Waste Management - Cell Phone		960.00
Waste Management - Safety Clothing & Equipment		800.00
Waste Management - PIL Landfill Site		4,300.00
Waste - Interest		
Waste Management - Trf to Reserve (Landfill Closure)		
Total Waste Management Overhead	14,310.22	89,828.26
Recycling		
Recycling - Promotion / Education		1,500.00
Recycling - Contracted Services - Stone Rd Transfer Stat	3,258.92	20,000.00
Recycling - Contracted Services - Douglas	1,222.94	6,300.00
Recycling - Contracted Servcies - Osceola	1,294.67	7,700.00
Recycling - HHHW Depot - Town of Renfrew		1,400.00
Total - Recycling	5,776.53	36,900.00
Stone Road Transfer Station		
Stone Road Transfer Station - Building Maintenance / Rep	1,869.90	1,000.00
Stone Road Transfer Station - Contracted Service	5,745.65	37,000.00
Stone Road Transfer Station - Furnace Oil		1,248.00
Stone Road Trasnfer Station - Well Testing / Monitoring	4,032.25	12,000.00
Total - Stone Road Transfer Station	11,647.80	51,248.00
Douglas Transfer Station		
DouglasTransfer Station - Building Maintenance / Repair	1,341.44	1,000.00
DouglasTransfer Station - Contracted Service	1,210.89	23,000.00
DouglasTransfer Station - Propane Heater	104.15	200.00
Douglas Trasnfer Station - Well Testing / Monitoring		4,200.00
Total - Douglas Transfer Station	2,656.48	28,400.00
Osceola Landfill		

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Osceola Landfill - Building Maintenance / Repair	3,567.18	1,000.00
Osceola Landfill - Hydro	77.59	850.00
Osceola Landfill - Contracted Services	8,047.66	63,600.00
Osceola Landfill - Grinding		-
Osceola Landfill - Expansion	14,500.83	50,000.00
Osceola Landfill - Legal		
Osceola Landfill - Well Testing / Monitoring	6,403.26	18,500.00
Osceola Landfill - Scale Maintenance		1,000.00
International Compactor		
Western Star Compactor		
Total Landfill Maintenance	32,596.52	134,950.00
TOTAL WASTE MANAGEMENT	66,987.55	341,326.26
LIBRARY EXPENSES		
Library User Agreements		
Renfrew Library User Fees	80.00	500.00
Bromley St. Michael Library	29,213.00	29,213.00
Total Library User Agreements	29,293.00	29,713.00
Total Library Expenses	29,293.00	29,713.00
RECREATION EXPENSES		
Recreation - Insurance	1,965.06	6,500.00
Recreation - Water Testing - Douglas Complex	95.12	500.00
Recreation - Special Occassions		750.00
Total Recreation Overhead	2,060.18	7,750.00
Recreation User Agreements		
Douglas Recreation	6,000.00	6,000.00
ARC Recreation	6,000.00	6,000.00
Town of Renfrew Recreation Agreement		26,100.00
Cobden & District Recreation	2,000.00	2,000.00
Northcote Community Centre	1,650.00	1,650.00
Bonnechere Valley Recreation Agreement **NEW**	2,040.00	2,040.00
Total Recreation Expenses	17,690.00	43,790.00
TOTAL RECREATION	19,750.18	51,540.00

FINANCIAL OVERVIEW MARCH 2024

	March YTD	2024 Budget
Transfer to County & School Boards		
County - Taxation	361,703.00	1,412,246.71
English Public - Taxation	145,985.38	571,288.66
English Separate - Taxation	48,456.84	192,119.56
French Public - Taxation	1,880.05	7,359.82
French Separate - Taxation	3,956.40	16,080.87
TOTAL TRANSFER TO COUNTY & SCHOOL BOARDS	561,981.67	2,199,095.62
TOTAL EXPENDITURES	1,495,234.49	7,732,416.33
SURPLUS (DEFICIT)	1,361,091.11	-

FINAL CAPITAL BUDGET - 2024

DEPARTMENT / ITEM	YTD March 2024	PROPOSED BUDGET	FUNDING							Total
			Reserves	Taxation	Sale Proceeds	Grant	Debt	OCIF	CCBF	
ADMINISTRATION										
iCity Migration (Carry forward)	9,681.48									-
TOTAL ADMIN	9,681.48	-	-	-	-	-	-	-	-	-
FIRE										
Bunker Gear (4)		17,500.00		17,500.00						17,500.00
Helmets		17,500.00		17,500.00						17,500.00
Relocate Tower		80,000.00				80,000.00				80,000.00
Dry Hydrant		10,000.00		10,000.00						10,000.00
AB portion of County Dispatch		9,811.82		9,811.82						9,811.82
Garage expansion		-								-
TOTAL FIRE	-	134,811.82	-	54,811.82	-	80,000.00	-	-	-	134,811.82
ROADS										
Other										
Streetscan		65,000.00						65,000.00		65,000.00
Sub-Total Roads Other		65,000.00	-	-	-	-	-	65,000.00	-	65,000.00
Vehicles										
V34 1-ton (2018) w/ plow		85,000.00		70,000.00	15,000.00					85,000.00
Sub-Total Roads Vehicles		85,000.00	-	70,000.00	15,000.00	-	-	-	-	85,000.00
Buildings										
Bromley Garage Sand Dome		500,000.00					305,740.00		194,260.00	500,000.00
Sub-Total Roads Buildings		500,000.00	-	-	-	-	305,740.00	-	194,260.00	500,000.00
Road Construction / Rehabilitation										
Mount St. Patrick Road - Surface Treated - Hwy 132 to Church (2km)		211,000.00						211,000.00		211,000.00
McMahon Road - Surface Treated (1km)		122,000.00						122,000.00		122,000.00
Holmes Road - Stage 1		50,000.00						50,000.00		50,000.00
Lynch Road 3 - carry over project (culvert)		150,000.00						150,000.00		150,000.00
Capital Maintenance Program		50,000.00		50,000.00						50,000.00
Total Roads Construction / Rehabilitation		583,000.00	-	50,000.00	-	-	-	533,000.00	-	583,000.00
Remdiation / Culvert Maintenance Program										
Mount St. Patrick (2km) Hwy 132 to Church		6,200.00		6,200.00						6,200.00
McMahon Road		15,700.00		15,700.00						15,700.00
Holmes Road		750.00		750.00						750.00
NEW Culvert Replacement Program		62,350.00		62,350.00						62,350.00
Total Remediation / Culvert Maintenance Program		85,000.00	-	85,000.00	-	-	-	-	-	85,000.00
TOTAL ROADS	-	1,318,000.00	-	205,000.00	15,000.00	-	305,740.00	598,000.00	194,260.00	1,318,000.00
TOTAL CAPITAL BUDGET	9,681.48	1,452,811.82	-	259,811.82	15,000.00	80,000.00	305,740.00	598,000.00	194,260.00	1,452,811.82

Computer Cheques - March 2024

Chq#	Vendor		Amount	Description
26398	BENSON AUTO PARTS	3/07/24	193.69	
26399	BELL CANADA	3/07/24	107.46	
26400	CENTRAL SQUARE TECHNOLOGIES	3/07/24	5,320.19	iCity Migration
26401	COMBETEK MULTIMEDIA	3/07/24	635.63	
26402	KELLY COUGHLIN	3/07/24	82.60	
26403	DALE, CATHY	3/07/24	215.74	
26404	DEDO, BRIAN	3/07/24	4,407.00	February Landfill Coverings
26405	DONNA HEADRICK	3/07/24	20.00	
26406	LOCAL AUTHORITY SERVICES LTD	3/07/24	57.18	
26407	1172264 ONTARIO INC	3/07/24	2,548.18	
26408	Ministry of Finance	3/07/24	1,637.37	
26409	BANK OF MONTREAL	3/07/24	799.16	
26410	MUNISOFT	3/07/24	480.53	
26411	NESTOR IT SERVICES	3/07/24	1,089.35	
26412	OAPSB ZONE 2	3/07/24	100.00	
26413	OMERS	3/07/24	13,814.32	February Contributions
26414	PETRO-CANADA FUELS INC	3/07/24	3,609.92	
26415	RECEIVER GENERAL	3/07/24	23,927.24	February Contributions
26416	RENFREW PRINTING (2018) LTD	3/07/24	2,192.20	
26417	VALLEY NAPA AUTO PARTS	3/07/24	70.26	
26418	W.O. STINSON & SON LTD.	3/07/24	735.20	
26419	ADMASTON/BROMLEY	3/14/24	736.98	Adm Library A/R invoice
26420	BANK OF MONTREAL	3/14/24	1,264.03	
26421	BARRON DISPOSAL SYSTEMS INC	3/14/24	169.50	
26422	BEARCOM CANADA CORP	3/14/24	203.40	
26423	CONSEIL SCOLAIRE CATHOLIQUE	3/14/24	3,956.40	First Levy Instalment
26424	CONSEIL DES ECOLES PUBLIQUE	3/14/24	1,880.05	First Levy Instalment
26425	COUNTY OF RENFREW	3/14/24	361,703.00	First Levy Instalment
26426	CONNIE DICK	3/14/24	128.00	
26427	DOUGLAS FIRE DEPARTMENT	3/14/24	3,547.50	2022 HST Reimb / AR Invoice
26428	EGANVILLE LEADER LTD	3/14/24	124.58	
26429	EMTERRA ENVIRONMENTAL	3/14/24	4,831.26	February Landfill Maint
26430	FIEBIG'S TROPHY & ENGRAVING	3/14/24	81.36	
26431	HYDRO ONE	3/14/24	1,698.85	
26432	JP2G CONSULTANTS INC	3/14/24	3,603.29	Landfill Well Testing
26433	LOCAL AUTHORITY SERVICES LTD	3/14/24	155.40	
26434	OTTAWA VALLEY OXYGEN LTD	3/14/24	268.94	
26435	PETRO-CANADA FUELS INC	3/14/24	371.10	
26436	RENFREW COUNTY PUBLIC	3/14/24	145,985.38	First Levy Instalment
26437	RENFREW COUNTY CATHOLIC	3/14/24	48,456.84	First Levy Instalment
26438	CURTIS SCHULTZ	3/14/24	450.00	
26439	SCOTT & SONS HARDWARE	3/14/24	307.71	
26440	BANK OF MONTREAL	3/14/24	581.98	
26441	VALLEY RENT RITE LTD	3/14/24	8.96	
26442	ANTRIM WESTERN STAR INC	3/21/24	12.17	
26443	BENSON AUTO PARTS	3/21/24	96.95	
26444	BELL CANADA	3/21/24	114.13	
26445	BELL CANADA	3/21/24	394.17	
26446	BELL CANADA	3/21/24	364.42	
26447	BELL CANADA	3/21/24	125.37	

Computer Cheques - March 2024

Chq#	Vendor		Amount	Description
26448	BROMLEY FARM SUPPLY	3/21/24	542.91	
26449	BANK OF MONTREAL	3/21/24	330.98	
26450	DELTA POWER EQUIPMENT	3/21/24	419.96	
26451	DICK, RON	3/21/24	140.00	
26452	RYAN DONOHUE	3/21/24	2,818.00	Training/Mileage
26453	G-FORCE MARKETING	3/21/24	247.02	
26454	KASPRZAK SURVEYING LTD, ADAM	3/21/24	11,300.00	Osceola Landfill Survey
26455	BANK OF MONTREAL	3/21/24	1,122.81	
26456	LOCAL AUTHORITY SERVICES LTD	3/21/24	112.97	
26457	MCNAB STEWART & PRINCE	3/21/24	501.21	Tax - legal fees
26458	PETRO-CANADA FUELS INC	3/21/24	447.81	
26459	MINISTRY OF FINANCE	3/21/24	31,129.48	Police Contract
26460	RENFREW & AREA	3/21/24	425.00	
26461	TELUS	3/21/24	103.48	
26462	W.O. STINSON & SON LTD.	3/21/24	4,880.02	
26463	AALTO TECHNOLOGIES	3/27/24	124.02	
26464	ADMASTON/BROMLEY	3/27/24	1,998.64	Adm Library HST
26465	DELTA POWER EQUIPMENT	3/27/24	270.25	
26466	DOUGLAS FIRE DEPARTMENT	3/27/24	11,417.40	2023 Hst Reimb
26467	EGANVILLE LEADER LTD	3/27/24	79.10	
26468	EMTERRA ENVIRONMENTAL	3/27/24	1,040.82	
26469	Ministry of Finance	3/27/24	1,339.47	EHT-March Contributions
26470	BANK OF MONTREAL	3/27/24	796.74	
26471	OMERS	3/27/24	13,762.86	March Contributions
26472	PETRO-CANADA FUELS INC	3/27/24	5,942.38	
26473	RECEIVER GENERAL	3/27/24	35,871.68	March Contributions
26474	TUBMAN MARKETING INC	3/27/24	33.84	
26475	ULTRAMAR	3/27/24	112.92	
26476	VALLEY NAPA AUTO PARTS	3/27/24	56.48	
26477	WORKPLACE SAFETY	3/27/24	1,372.55	Q1 Remittance
		Total:	<u>772,405.74</u>	
		Total for AP:	<u>772,405.74</u>	

Payments Printed: 80

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 18th, 2024
To: Council
From: Jennifer Charkavi
Re: Appointment of CEMC and Alternate

Background:

In 2022 the Township began appointing staff to the roles of Community Emergency Management Coordinator (CEMC) and Alternate CEMC.

Discussion:

During Council discussion to hire the Fire Chief on a part-time basis it was a role that the CAO/Clerk wanted the Fire Chief to work towards. The Fire Chief has completed some of the courses for the role of CEMC and will try to finalize those in 2024.

Alternate CEMCs can be appointed without taking any of the courses, though Emergency Management Ontario prefers that they have an understanding of their role.

Staff have separated the two by-laws going forward. It is anticipated in the future that more alternates will be added and that by-law then only need be amended.

Financial Implications:

The Emergency Management courses are free to attend but have costs associated with attending them such as travel and hotel accommodations.

People Consulted:

Fire Chief McHale

Recommendation for Council:

BE IT RESOLVED that approve By-Law 2024-25 and 2024-26, being by-laws to appoint a Community Emergency Management Coordinator and Alternate for the Township of Admaston/Bromley.

TOWNSHIP OF ADMASTON/BROMLEY
DOUGLAS FIRE COMMITTEE
MINUTES

Wednesday March 13, 2024
At 6:59 p.m.

Present were Chair Kevin LeGris, Committee Members Harry Stuart, Daryl Thom, Fire Chief Bill McHale, Deputy Fire Chief Patrick Donohue and Kelly Coughlin Treasurer-Deputy CAO/Clerk. Regrets Nathan Harris and Ken Keill

1. Chairman Kevin LeGris call the meeting to order at 6:59 p.m.
2. Declaration of Pecuniary Interest --None
3. APPROVAL OF AGENDA
Moved by Daryl Thom and Seconded by Harry Stuart

Be it resolved that the agenda for the March 13, 2024 meeting be approved. Amend agenda item #9 up to before item #5.

Carried

4. APPROVAL OF MINUTES

Moved by Harry Stuart and seconded by Daryl Thom

Be it resolved that the minutes of the February 7, 2024 meeting be approved as read.

Carried

9. FINANCIAL INFORMATION
Kelly Coughlin Treasurer-Deputy CAO/Clerk gave a presentation of the 2024 budget. Question on line items were answered. There will be an increase of \$25.00 per man per weekend while on standby. Questions on getting a list of payments for the preceding month was explain and this report will not be available. Questions on the December 2023 budgetary control report were asked.

5. BUSINESS FROM PREVIOUS MEETINGS

Fireworks bylaw

The fireworks by-law was reviewed and the committee felt it was ready to go to council

Moved by Daryl Thom and seconded by Harry Stuart

Be it resolved that the fire committee recommends to council to adopt the fireworks by-law as reviewed at the March 13th fire committee meeting.

Carried

ARC Recreation Building

Fire Chief Bill has received a call from the ARC that the upgrades have been completed and they are ready for inspection.

Health and Safety

No report

6. CORRESPONDENCE

Email from Kelly Coughlin Treasurer-Deputy CAS/Clerk

An email was received tell the committee she would attend the fire committee meeting.

Lauretta Rice—Congratulations

A card of congratulations along with a hand written personal note to congratulate the firemen on their years of service to the community and receiving the medals. She enjoyed seeing the picture and the write up in the Eganville Leader.

Clerk of Prince Edward County Letter

Chairman Kevin reported that council had also received this letter and passed a motion. There were some questions on the extended time for equipment and who will decide on the time lines.

7. NEW BUSINESS

None

8. FIRE CHIEF REPORT

The March fire report was reviewed.

MNR agreement was renewed for five years. There is no cost for this agreement. No major changes in the agreement.

Lithium ion training with Bonnechere Valley Township.

Chief Bill and twelve firemen attended this training. There are a large number of questions still to be answered about electric vehicle fires. Chief Bill was glad that they attended and learned about the issues they will be presented with in the future and how they can train for it.

Bell Invoice

Chief Bill contacted Bell Canada about the amount of the monthly bill. He signed a three-year agreement that will save the Fire Department \$6218.00 over three years.

Fire Chief's meeting update

CNL is getting closer to being a training centre. The new date is hopefully June of 2024. Medical calls are starting to be prioritized at CACC. Fire departments may need to start getting forms signed if there is no ambulance available and the attending fire department suggests a hospital visit and the person refuses.

Moved by Daryl Thom and seconded by Harry Stuart

Be it resolved that the fire chief's report dated March 7, 2023 be accepted as presented.

Carried

10. 2024 FIRE COSTS UPDATE

The report was reviewed

11. BUDGETARY CONTROL REPORT

The report was reviewed and there was one question on Equipment Rental. The secretary is to contact the municipal office for clarification.

12. OPEN DISCUSSION

Fire Chief Bill reported that the MNR were pleased with the burn ban that is included in the burning by-law. The province of Ontario is trying to ban Flying Lanterns. They travel for miles and present a fire Hazzard.

Chief Bill is to be the guest speaker at the Farmers Breakfast on March 28, 2024 at the Cobden Agriculture Hall.

Chief Bill was in contact with Ottawa Valley Power (Jack Rosner) regarding a possible meeting in April for talk on the dry hydrant at the dam.

There was a discussion on the fire hall addition, cancer prevention, showers in the new addition and PDST training.

13. The next meeting is scheduled for April 10, 2024

14. ADJOURN

Moved by Harry Stuart and seconded by Daryl Thom

Be it resolved that the meeting of March 13, 2024 be adjourned at 8:58 p.m.

Douglas Fire Committee
Fire Chief Report
April 5, 2024

Date	Men	Hrs	Where	What
Mar 10	03	09	Practice	Weekend truck checks
Mar 11	15	44		House
Mar 12	13	26		Burn Barrel rekindle
Mar 12	01	03		Clean fire hall
Mar 13	01	03	Practice	Committee meeting
Mar 14	08	16		ATV rollover
Mar 16	02	04	Practice	Weekend truck checks
Mar 18	10	20	Practice	SCBA Practice/Test Practice
Mar 23	04	11	Practice	Weekend truck checks
Mar 23	09	27		Grass fire
Mar 23	07	28		Grass fire
Mar 24	04	08	Practice	Dry Hydrant/Running pumps
Mar 25	14	28	Practice	SP103 training
Mar 26	01	03		Clean fire hall
Mar 27	16	32		NAW
Mar 30	02	04	Practice	fire ban signs/telling community
Mar 31	01	04	Practice	Weekend truck checks
April 1	12	24	Practice	SP103 training

Treasury Board Secretariat
Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor
de la gestion des situations d'urgence
Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1200



April 15, 2024

Township of Admaston/Bromley

Dear Jennifer Charkavi - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 412 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2023, of which 405 were advised they appeared to satisfy their EMCPA requirements.
- Of the 7 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not designating an Emergency Information Officer;
 - CEMC did not complete training;
 - Not completing the annual MECG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Andre Proteau

Email: andre.proteau@ontario.ca

Phone: 647-328-1186

Sincerely,

Heather Levecque
Assistant Deputy Minister and Chief, Emergency Management
Treasury Board Secretariat

cc: Mayor Michael Donohue

TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NUMBER 2024-25

**A BY-LAW TO APPOINT A
COMMUNITY EMERGENCY MANAGEMENT COORDINATOR
FOR THE TOWNSHIP OF ADMASTON/BROMLEY**

WHEREAS Section 2.1(1) of the Emergency Management and Civil Protection Act, as amended, provides that every municipality shall develop and implement an emergency management program and the council of the municipality shall adopt the emergency management program by by-law;

AND WHEREAS the requirements of the emergency management program includes the requirement to designate a community emergency management coordinator for the municipality and that the Province be so notified.

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

1. That Jennifer Charkavi be appointed as Community Emergency Management Coordinator for the Township of Admaston/Bromley.
2. That By-Law Number 2022-14 is hereby repealed.
3. That this by-law shall come into force and take effect on April 18, 2024.

READ a first and second time this 18th day of April 2024.

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

Mayor

CAO/Clerk

TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NUMBER 2024-26

**A BY-LAW TO APPOINT AN ALTERNATE
COMMUNITY EMERGENCY MANAGEMENT COORDINATOR
FOR THE TOWNSHIP OF ADMASTON/BROMLEY**

WHEREAS Section 2.1(1) of the Emergency Management and Civil Protection Act, as amended, provides that every municipality shall develop and implement an emergency management program and the council of the municipality shall adopt the emergency management program by by-law;

AND WHEREAS the requirements of the emergency management program includes the requirement to designate a community emergency management coordinator for the municipality and that the Province be so notified.

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

1. That William McHale be appointed as Alternate Community Emergency Management Coordinator for the Township of Admaston/Bromley.
2. That this by-law shall come into force and take effect on April 18, 2024.

READ a first and second time this 18th day of April 2024.

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

Mayor

CAO/Clerk

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. 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
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

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2024-27

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

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

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

1. That the actions of the Council at its meeting held on the 18th day of 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 18th day of April 2024.

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

Mayor

CAO/Clerk