

Township of Admaston/Bromley
Second Monthly Meeting

Council met for their first monthly meeting on Thursday May 16th, 2024. Present were Mayor Michael Donohue, Deputy Mayor Brian Hamilton, Councillors Angela Field, Keith Gourley and Kevin LeGris.

Staff Members present were Treasurer-Deputy CAO/Clerk Kelly Coughlin, Public Works Superintendent Steve Visinski and Fire Chief Bill McHale. Also present was Audio/Video System Specialist Nate Maclsaac.

Guest attending was Angela Schutt from Welch LLP Chartered Professional Accountants.

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. 21/05/24

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED that Council amend the agenda of May 16, 2024, Regular Council Meeting to include the following request from the Admaston/Bromley Public Library Board:

- Request Council for 1 time only transition fund for up to \$2000 to support training of the new CEO to job shadow Jane Wouda.

Carried

Resolution No. 22/05/24

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED that Council approve the amended agenda for May 16, 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 May 2, 2024

Resolution No. 23/05/24

Moved by Angela Field, seconded by Kevin Legris..

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- May 2, 2024, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

6a Presentation of Audited Financial Statements

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

None.

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

8a Admaston/Bromley Public Library Board

Resolution No. 24/05/24

Moved by Angela Field, seconded by Kevin Legris..

BE IT RESOLVED that Council approve the request from the Admaston/Bromley Public Library Board for one (1) time funding of \$2000 for the training of the new CEO/Librarian in order to job shadow the current CEO/Librarian Jane Wouda

Defeated

Resolution No. 25/05/24

Moved by Angela Field, seconded by Kevin Legris..

BE IT RESOLVED that Council approve an advance for funding up to \$2000 request from the Admaston/Bromley Public Library Board; and

AND BE IT RESOLVED THAT the funding come from the Township's Working Fund Reserve;

AND BE IT FURTHER RESOLVED THAT if the advance cannot be repaid, the remaining balance be reduced from their 2025 budget allocation.

Carried

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

9a Public Works Monthly Report – April 2024

Resolution No. 26/05/24

Moved by Brian Hamilton, seconded by Keith Gourley.

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

Carried

9b Sand/Salt Shed Report

Resolution No. 27/05/24

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED THAT Council approve the purchase of a rectangle style sand/salt shed through LAS Canoe Procurement Program for \$115,088.30 + applicable taxes from Calhoun Super Structures Ltd;

AND BE IT FURTHER RESOLVED THAT Council approve Wren Construction as the certified installer for the complete installation of the foundation walls, steel structure and tarp style roof for \$250,000.00 + applicable taxes.

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 Adopt 2023 Audited Consolidated Financial Statements

Resolution No. 28/05/24

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED that Admaston/Bromley Council adopt the Draft 2023 Consolidated Financial Statements prepared by Welch LLP Accountants:

- Admaston/Bromley Public Library Board
- Douglas Fire Department
- Township of Admatson/Bromley

Carried

11b Financial Overview April 2024 Report

Resolution No. 29/05/24

Moved by Keith Gourley, seconded by Brian Hamilton.

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

Carried

11c Payment Register April 2024

Resolution No. 30/05/24

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED that Council approves the April 2024 Payment Register.

Carried

11d Bromley Historical Society Grant Support Request

Resolution No. 31/05/24

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED that Admaston/Bromley Council support the Bromley Historical Society in their application for an Inclusive Community Grant for an accessible ramp for their building;

AND BE IT RESOLVED that Admaston/Bromley Council approve the request from the Bromley Historical Society to build a ramp into the building for accessibility;

AND BE IT FURTHER RESOLVED that Admaston/Bromley Council support the Bromley Historical Society's funding application with a \$500 donation in 2025 towards the project.

Carried

11e Insurance Renewal 2024-2025 Report

Resolution No. 32/05/24

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council approves the insurance renewal from MIS Municipal Insurance Services for the period of May 1, 2024 to May 1, 2025 in the amount of \$73,306 (before taxes).

Carried

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

12a Douglas Fire Committee - Committee Minutes - April 10

Resolution No. 33/05/24

Moved by Kevin Legris, seconded by Angela Field

BE IT RESOLVED THAT Council receive the Fire Committee minutes for April 10, 2024.

Carried

12b Fire Chief's Report - April

Resolution No. 34/05/24

Moved by Kevin Legris, seconded by Angela Field

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

Carried

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

None.

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 35/05/24

Moved by Angela Field, seconded by Kevin Legris.

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

Carried

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

17a Renfrew Police Services OPP Detachment Board

Resolution No. 36/05/24

Moved by Kevin Legris, seconded by Angela Field

BE IT RESOLVED THAT Admaston/Bromley Council move into a Closed Session at 9:21p.m.

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

More specifically to discuss the Community Member Appointments to the Renfrew Police Services OPP Detachment Board;

And to approve Closed Session Minutes

Carried

Council rose from Closed Session at 9:32 pm and had nothing to report.

Agenda Item 18 – Confirmatory By-Law

18a 2024-31 being a by-law to confirm proceedings of Council Meeting

Resolution No. 37/05/24

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that By-law 2024-31, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held May 16, 2024, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 37/05/24

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that the Thursday, May 16, 2024, Township of Admaston/Bromley Council meeting be adjourned at 9:42p.m.

Carried

Mayor

Treasurer-Deputy CAO/Clerk