

TOWNSHIP OF ADMASTON/BROMLEY

**Operations Committee**

Date: Thursday, April 17<sup>th</sup>, 2025 following the Planning & Economic Development Committee meeting.

Present: Committee members present were Brian Hamilton (Chair), Michael Donohue, Angela Field, Keith Gourley and Kevin LeGris.

Staff members present were CAO/Clerk Jennifer Charkavi, Treasurer-Deputy CAO/Clerk Kelly Coughlin, Public Works Superintendent Steve Visinski and Finance Clerk Amy Fraser.

Also in attendance were AV Specialist Nate McIssac.

1. Brian Hamilton called the meeting to order at 6:00 p.m.

2. Disclosure of Pecuniary Interest

Mayor Donohue declared a pecuniary interest to Item 7, Granular M Purchase.

3. Approval of Agenda – 2025-04-01

**Moved by:** Keith Gourley

**Seconded by:** Michael Donohue

BE IT RESOLVED that the Committee approve the agenda for the April 17, 2025 Operations Committee meeting.

“Carried”

4. Minutes – 2025-04-02

**Moved by:** Keith Gourley

**Seconded by:** Michael Donohue

BE IT RESOLVED that the Operations Committee approve the following minutes:

- April 17, 2025

“Carried”

5. V29 Tractor Replacement Report – 2025-04-03

Staff reviewed the report. Vehicle quotes were received for an agriculture style tractor equipped with a loader and disc mower. This vehicle is utilized for multiple tasks such as roadside grass cutting/small brush management, intersection sweeping, shouldering maintenance and winter maintenance operations. Committee wondered if this vehicle will be strong enough to do the work expected. Staff replied yes.

**Moved by:** Michael Donohue

**Seconded by:** Keith Gourley

BE IT RESOLVED THAT the Operations Committee recommend to Council to direct staff to purchase the new tractor equipped with loader and disc mower attachments from Bromley Farm Supplies at a cost of \$116,006.40 (inclusive of the non-refundable portion of the HST);

AND FURTHER THAT the Operations Committee recommend to Council to direct staff to trade-in the old tractor to Bromley Farm Supplies with a total value of \$50,000.00 rather than going to open market.

“Carried”

6. Supply, Haul & Stockpile of Winter Sand Report – 2025-04-04 & 2025-04-05

Staff reviewed the report. Staff noted they were confident in the updated pricing received and that this is permitted in the existing contract. Committee was concerned that the pricing was not competitive and recommended for next year that a new Request for Tender be completed.

Committee discussed funding of the winter sand.

**Moved by:** Michael Donohue

**Seconded by:** Kevin LeGris

BE IT RESOLVED THAT the third resolving clause regarding funding for over budget on stockpiling of winter sand be amended to direct staff to utilize operations surplus as the first offset and if insufficient draw from the Winter Control Reserve

“Carried”

**Moved by:** Michael Donohue

**Seconded by:** Keith Gourley

BE IT RESOLVED THAT the Operations Committee recommend to Council to accept Barr’s Sand & Gravel to be the supplier of winter sand at a unit rate of \$12.75 per tonne;

AND FURTHER THAT the Operations Committee recommend to Council to direct staff to purchase 7,000 tonne of sand material to replenish the inventory stockpile;

AND FURTHER THAT the Operations Committee recommend to Council to direct staff to utilize the operations surplus as the first offset and if insufficient draw from the Winter Control Reserve.

“Carried”

7. Granular “M” Purchase – 2025-04-06 & 2025-04-07

*Mayor Donohue left Council Chambers at 6:41 pm due to his pecuniary interest.*

Staff reviewed the report and explained how this recent winter had been difficult for township roads.

Committee discussed the amount of gravel being purchased. Committee decided that the amount of gravel should be increased to 10,000 tonne for 2025.

**Moved by:** Kevin LeGris

**Seconded by:** Angela Field

BE IT RESOLVED THAT Committee amend the resolution to change the 9300 tonne to 10,000 tonne, and an upset limit to \$160,272;

AND FURTHER THAT this change be funded from surplus first and if further funding is required use the discretionary reserves.

“Carried”

**Moved by:** Angela Field

**Seconded by:** Kevin LeGris

BE IT RESOLVED that the Operations Committee recommend to Council to accept Thomas Cavanaugh Construction Limited to be the supplier for the Supply & Haul of Granular “M” for 2025 at an upset limit of \$160,272.00 including non-refundable HST;

AND FURTHER THAT the Operations Committee recommend that Council direct staff to purchase approximately 10,000 tonne in 2025;

AND FURTHER THAT this change be funded from surplus first and if funding is required use the discretionary reserve.

“Carried”

*Mayor Donohue returned to Council Chambers at 7:04 pm.*

Councillor Hamilton wondered if the Committee should do a road tour of the gravel roads. Most Committee members had recently driven the roads prior to the meeting.

8. New Half Ton Truck – 2025-04-08

Staff reviewed the report. Committee wondered how far staff reached out? Staff replied that it was in the Eganville Leader and on our website for two (2) weeks.

Mayor Donohue wondered if the Township could join the County of Renfrew in their purchase. Staff replied that the County was not purchasing a half ton.

**Moved by:** Angela Field

**Seconded by:** Kevin LeGris

BE IT RESOLVED that the Operations Committee recommend to Council to proceed with the purchase of the 2025 4-Wheel Drive ½ ton truck through Tender PW-2025-02 from Mack Mackenzie Motors Limited for \$61,300.22 inclusive of the non-refundable portion of the HST;

AND BE IT FURTHER RESOLVED THAT the Operations Committee recommends to Council to declare the 2018 ½ ton truck surplus to its needs once the new 2025 ½ ton truck is received and to sell the used 2018 ½ ton truck at that time.

“Carried”

9. Street Sweeping Report – 2025-04-09

**Moved by:** Kevin LeGris

**Seconded by:** Angela Field

BE IT RESOLVED that the Operations Committee recommend to Council to award Balley Street Sweeping Inc. Admaston/Bromley's portion of the County of Renfrew's Street Sweeping tender PWO-2025-18 in the amount of \$4121.28 inclusive of the non-refundable portion of the HST.

"Carried"

10. Surface Treatment Report – 2025-04-10

Staff reviewed the report.

**Moved by:** Kevin LeGris

**Seconded by:** Angela Field

BE IT RESOLVED that the Operations Committee recommend to Council to award Greenwood Paving Ltd. Tender PW-2025-01 Surface Treatment – Various Locations for 2025 in the amount of \$381,876.79 inclusive of the non-refundable portion of the HST.

"Carried"

11. Next Meeting

To be determined by the chair.

12. Adjournment – 2025-04-11

**Moved by:** Keith Gourley

**Seconded by:** Michael Donohue

BE IT RESOLVED that the April 17, 2025 Township of Admaston/Bromley Operations Committee meeting be adjourned at 7:21 p.m.

"Carried"

---

Chair

---

CAO/Clerk