

Township of Admaston/Bromley  
First Monthly Meeting

Council met for their first monthly meeting on Thursday January 8, 2026. Present were Mayor Michael Donohue, Deputy Mayor Keith Gourley, Councillors Brian Hamilton, Angela Field and Kevin LeGris.

Staff Members present were CAO/Clerk Jennifer Charkavi, Treasurer-Deputy CAO/Clerk Coughlin, Public Works Superintendent Visinski, Fire Chief McHale and Finance Clerk Amanda Ryan.

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 7:30pm. A moment of silence followed.

**Agenda Item 3 – Approval of Agenda**

**Resolution No. 2026-01-01**

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED that Council adopt the agenda of January 8, 2026, Regular Council Meeting.

Carried

**Agenda Item 4 – Disclosure of Pecuniary Interest**

None.

**Agenda Item 5 – Minutes**

5a Resolution to adopt Minutes of Council Meetings December 18, 2025

**Resolution No. 2026-01-02**

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- December 18, 2025, 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

None.

**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

None.

**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** Borrowing By-Law Report

Treasurer-Deputy CAO/Clerk Coughlin spoke to her report. She stated that this is a standard by-law that is required by the financial institution.

**Resolution No. 2026-01-03**

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT the Council receive the Borrowing By-law report as information as submitted and circulated;

AND FURTHER THAT the Council adopt By-law # 2026-01, being a by-law to authorize borrowing of funds necessary to meet current expenditures until property taxes are collected.

Carried.

**11b** Interim Tax Levy By-Law Report

Treasurer-Deputy CAO/Clerk Coughlin spoke to her report. The by-law is required to be passed before the interim tax bills are prepared and mailed to ratepayers.

**Resolution No. 2026-01-04**

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council adopt By-Law number 2026-02, being a by-law to provide for an interim tax levy and for the payment of taxes, as well as penalty and interest charges for the non-payment of taxes or any installment by the due date.

Carried.

**11c** 2026 Budget Booklet

Treasurer-Deputy CAO/Clerk Coughlin presented the budget booklet that contained the results of the budget deliberations from December 2025. Ms. Coughlin started with the operating budget and highlighted and explained why there are increases and decreases over the previous year. She explained that waste management is fully funded and does not form any part of the tax levy any longer.

Mayor Donohue asked about the Provincial grant as it pertained to the most recent grant that was awarded to the Township for recreation.

Treasurer-Deputy CAO/Clerk Coughlin stated that there is a balanced budget with zero required from taxation, translating to a 0% levy increase. Treasurer-Deputy CAO/Clerk Coughlin continued to provide explanation on the items listed in the capital budget and where the monies are being funded from. This included provisions for a new tandem truck, a fire truck and road improvements. Ms. Coughlin continued with projected reserve balances for 2026 with an estimate of \$1,233,293.34.

As part of the package Ms. Coughlin included Ministry of Municipal Affairs and Housing (MMAH) slides as a visual for future financial challenges. Deputy Mayor Gourley stated he is not sure what the relevancy is of the information from MMAH and felt that it did not need to be part of the package.

Councillor LeGris wanted to clarify that even though Admaston/Bromley is proposing a 0% tax increase there may be increase from the County and School Board which would increase taxes.

Mayor Donohue noted although this is a very responsible budget, however from his calculations of payments yet to be recognized and transfers to be made that there should be a surplus that matches that of 2024. He asked if there was any appetite of council to defer the passing of the by-law and potentially reducing the tax levy until more information is available. Ms. Coughlin stated that the allocations will not be complete until the auditors have been in.

Councillor LeGris felt that perhaps the money be best in reserves as the future of the township is not in best financial shape but is not opposed to defer with a goal to attain more information.

Deputy Mayor Gourley expressed that there is a responsibility to properly acknowledge the surplus as it could mean that a cheque could be cut for a fire truck with the surplus from 2024 and 2025, according to his and the mayor's calculations. Rate payers are behind in tax payments, and we must be responsible with what we have.

Councillor Hamilton stated that time will make no difference, it makes no sense especially with the uncertainty of the potential revenues of bag tags in conjunction with the new recycling regime.

Councillor Field felt that council has made strides in the last couple of years. The steps that have been taken in the last couple of years would be erased with using up any surplus. The information shows that Admaston/Bromley is doing ok, but not good. Looking to the future council would be doing our rate payers a disservice in going backwards.

**Resolution No. 2026-01-05**

Moved by Kevin LeGris, seconded by Keith Gourley.

BE IT RESOLVED THAT the Council defer the resolution to approve the budget until the February 19<sup>th</sup>, 2026 Council meeting.

Recorded Vote:

Councillor	Angela Field	Nay
Councillor	Brian Hamilton	Nay
Councillor	Kevin LeGris	Yay
Deputy Mayor	Keith Gourley	Yay
Mayor	Michael Donohue	Yay

Carried.

**Resolution No. 2026-01-06**

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Council receives 2026 Budget Booklet and 2026 Detailed Budget;

AND BE IT RESOLVED THAT Council adopt By-Law 2026-03, being a by-law to adopt the estimates for the sums required during the year 2026 for general, capital and all purposes of the Township of Admaston/Bromley.

Deferred

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

None.

**Agenda Item 13 – County of Renfrew** – Mayor Michael Donohue

None.

**Agenda Item 14 – By-Laws**

**Resolution No. 2026-01-07**

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council approve the following By-laws:

- 2026-01      Borrowing By-law
- 2026-02      Interim Levy By-law

Carried

**Agenda Item 15 – Old Business**

**15a**    Action Tracking List

**Resolution No. 2026-01-08**

Moved by Angela Field, seconded by Kevin LeGris.

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

Carried.

**Agenda Item 16 – New Business**

Mayor Donohue wanted to recognize the departure of an the Douglas Diner and Flea Market that was the Douglas Tavern, that has been in the community for over a century. It is to be commended the emergency response involvement from other fire departments and other emergency services, as well as the community. This was a thriving commercial property in the area and is pleased of the owners intend to re-build.

**Agenda Item 17 – Closed Session**

None.

**Agenda Item 18 – Confirmatory By-Law**

**Resolution No. 2026-01-09**

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that By-law 2026-04, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held January 8, 2026, be now numbered, deemed read three times and passed.

Carried.

**Agenda Item 19 – Question Period**

None.

**Agenda Item 20 – Adjournment**

**Resolution No. 2026-01-10**

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that the Thursday, January 8, 2026, Township of Admaston/Bromley Council meeting be adjourned at 10:17 p.m.

Carried.

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Mayor

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CAO/Clerk