

TOWNSHIP OF ADMASTON/BROMLEY

**Operations Committee**

Date: Thursday, May 15<sup>th</sup>, 2025 at 6:00pm

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

Mayor Michael Donohue sent his regrets.

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

Also in attendance were AV Specialist Nate McIssac.

1. Brian Hamilton called the meeting to order at 6:02 p.m.

2. Disclosure of Pecuniary Interest

None at this time.

3. Approval of Agenda – 2025-05-01

**Moved by:** Kevin LeGris

**Seconded by:** Angela Field

BE IT RESOLVED that the Committee approve the agenda for the May 15, 2025 Operations Committee meeting.

“Carried”

4. Minutes – 2025-05-02

**Moved by:** Angela Field

**Seconded by:** Kevin LeGris

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

- April 17, 2025

“Carried”

5. Cold Mix Report – 2025-05-03

Staff reviewed the report. It was stated that there was very competitive pricing provided this year. The committee questioned how many loads were anticipated to be used. Staff stated that the formation of potholes for which this is used is weather dependent. In addition, this product is used to try to maintain the larger potholes and as road cover for paved roads when a culvert is replaced. The committee further questioned on average how much is used in the year and if gravel could be used as a replacement. Staff stated that approximately 10 – 15 loads are what are historically attained, and filling holes with gravel would only last a day.

**Moved by:** Keith Gourley

**Seconded by:** Kevin LeGris

BE IT RESOLVED THAT the Operations Committee recommend to Council to purchase Cold Mix product from Greenwood Paving Ltd. for the 2025 calendar year.

“Carried”

6. Dust Suppressant Report – 2025-05-04

Staff reviewed the report. Staff stated that the price for supply of the calcium has been a small but steady increase over the years. Staff hopes to bring back a report demonstrating the effectiveness of full surface treatment on the road with calcium and how it assists with not having to grade or add gravel to bring the road back into shape after the winter season. When new gravel is put on a road, calcium is also included to assist in binding and prevent failure.

**Moved by:** Keith Gourley

**Seconded by:** Kevin LeGris

BE IT RESOLVED THAT Committee recommend to Council to purchase the required calcium as per budgeted from Da-Lee Group for the 2025 Season.

“Carried”

7. Catch Basin Report – 2025-05-05

Staff reviewed the report and stated that it was felt the pricing was good with only an increase of approximately 10 dollars per catch basin from last years' prices. It was expressed that the township is still cheaper to pay for these services through the County.

**Moved by:** Keith Gourley

**Seconded by:** Kevin LeGris

BE IT RESOLVED THAT the Operations Committee recommend to Council to award Clean Water Works Inc. Admaston/Bromley's portion of the County of Renfrew's tender PWO-2025-19 for \$1062.83 inclusive of non-refundable HST.

“Carried”

8. Gravel Report – 2025-05-06

Staff reviewed the report and stated there have been complaints with roads. Weather was huge factor in the affecting these roads causing plows to remove material, boil ups to form and therefore structure of roads being compromised. It was expressed that the amount of monies designated for gravel is below what is required to maintain or repair the issues, and the roads will deteriorate even more. Committee was concerned why there was a reduction in budgeted gravel, but should work to get it back to an amount that is reasonable.

**Moved by:** Keith Gourley

**Seconded by:** Kevin LeGris

BE IT RESOLVED that the Operations Committee accept the Gravel Report as information.

“Carried”

9. Stone Road Sand Shed Report– 2025-05-07

Staff reviewed the report. Staff expressed that although this shed will be not as wide as the previous shed, the layout will allow for separate salt and sand storage which will hopefully decrease the amount of sand used. The existing concrete pad is in good shape.

**Moved by:** Keith Gourley

**Seconded by:** Kevin LeGris

BE IT RESOLVED THAT Council to proceed with ordering the Calhoun Super Structures rectangle style sand shed through LAS Canoe Procurement Program for the complete installation of the foundation, walls, steel structure and tarp style roof to be installed by Wren Construction.

“Carried”

10. Next Meeting

To be determined by the chair.

11. Adjournment – 2025-05-08

**Moved by:** Angela Field

**Seconded by:** Kevin LeGris

BE IT RESOLVED that the May 15, 2025 Township of Admaston/Bromley Operations Committee meeting be adjourned at 6:31 p.m.

“Carried”

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Chair

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CAO/Clerk