



Regular Meeting - Mar 05 2026 Minutes

Thursday, March 5, 2026 at 7:30 PM

Council Chambers

1. Call Meeting to Order

Council met for their first monthly meeting on Thursday March 5, 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 and Finance Clerk Amanda Ryan.

Virtually joining the meeting as delegation to do a presentation were Ministry of Municipal Affairs and Housing (MMAH) representatives Alex Jones & Cole Matthews

Also present was Audio/Video System Specialist Nate MacIsaac.

2. Moment of Silence

3. Approval of Agenda

Resolution No. 01-03-2026

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the agenda of March 5, 2026, Regular Council Meeting.

Carried.

4. Disclosure of Pecuniary Interest

None.

5. Minutes

[February 19, 2026 Regular Council Meeting](#) 

Resolution No. 02-03-2026

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the following Meeting Minutes:

February 19, 2026, Regular Council Meeting

Carried.

6. Delegations and Guests

6.1 Financial Indicator Review Presentation

- Based on 2024 Financial Information Return

Ministry of Municipal Affairs & Housing – Delegation:

Cole Matthews – Senior Municipal Financial Advisor,

Alex Jones – Municipal Advisor

Delegation speakers Cole Matthews and Alex Jones gave an overview of how the township stands financially based on a series of indicators that are calculated based on the Financial Information Return (FIR).

7. Planning and Economic Development Committee

Chair Keith Gourley, All of Council

7.1 **Consent Planning Report** 

County of Renfrew Planning Report 

Resolution No. 03-03-2026

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B52/25 submitted by applicants O'Gorman, agent Adam Kasprzak, 33 Wolftown Road, so long as requirements of commenting agencies are satisfied.

Carried.

8. Community Services

Chair Angela Field, Committee Member Brian Hamilton

9. Operations Committee

Chair Brian Hamilton, All of Council

10. Waste Management Committee

Chair Michael Donohue, All of Council

11. Finance and Administration Committee

Chair Michael Donohue, All of Council

11.1 **Financial Indicator Review - Based on 2024 FIR** 

Resolution No. 04-03-2026

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council receives the Financial Indicator Review (2024 Data), from the Ministry of Municipal Affairs & Housing dated November 2025.

Carried.

11.2 **Council Statement of Remuneration & Expenses 2025 Report** 

Council Remuneration & Expenses 2025 

Keith Gourley asked about the events specific under his line item with regards to conventions and meetings. Ms. Coughlin will review and get back to the councillor on this query.

Resolution No. 05-03-2026

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT Council receive the 2025 Council Remuneration & Expenses report as information.

Carried.

11.3 **Renfrew County Veterinary Services Committee** 

Mayor Donohue commented that it appears the fees are reduced for the year. Councillor Angela Field had information about the future of this committee as the province is changing the format.

Resolution No. 06-03-2026

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED THAT the Council receive the Renfrew County Veterinary Services Committee Financial Report for 2025.

Carried.

11.4 **CAO/Clerk Goals & Objectives 2026** 

Resolution No. 07-03-2026

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council receives the CAO/Clerk Goals & Objectives for 2026;
AND BE IT RESOLVED that Council edit the goals and objectives for 2026 if they so wish.

Carried.

12. Protective Services Committee

Chair Kevin LeGris, All of Council

13. County of Renfrew

Mayor Michael Donohue

13.1 **County Council Summary February 2026** 

Resolution No. 08-03-2026

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that Council receive the County Council Summary Report for February 2026.

Carried.

14. By-Laws

15. Old Business

15.1 **Action Tracking List** 

CAO/Clerk Jennifer Charkavi added that the final payment for ICIP funding has been received. The COVID funding is now closed.

Resolution No 09-03-2026

Moved by Kevin LeGris, seconded by Angela Field

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

Carried.

16. New Business

Councillor Gourley shared that the Renfrew and Area Chamber of Commerce will be celebrating they 125th year this year. He also noted that Gail Laird has submitted her resignation and her last day will be the 31st of March. She has been in her position for 12 years and was thanked for her time.

Mayor Donohue and Councillor Field noted the dates of the upcoming Douglas Community functions.

Councillor Hamilton shared that the Library Board had a successful card night and thanked those who helped in any way.

17. Closed Session

18. Confirmatory By-Law

18.1 **2026-15 - Confirming By-Law March 5, 2026** 

Resolution No 10-03-2026

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that By-law 2026-15, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held March 5, 2026, now be numbered, deemed read three times and passed.

Carried.

19. Question Period

20. Adjournment

Resolution No. 11-03-2026

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that the Thursday March 5, 2026, Township of Admaston/Bromley Council Meeting be adjourned at 9:02pm.

Carried.

Mayor

CAO/Clerk