

























## Regular Meeting - Apr 02 2026 Agenda

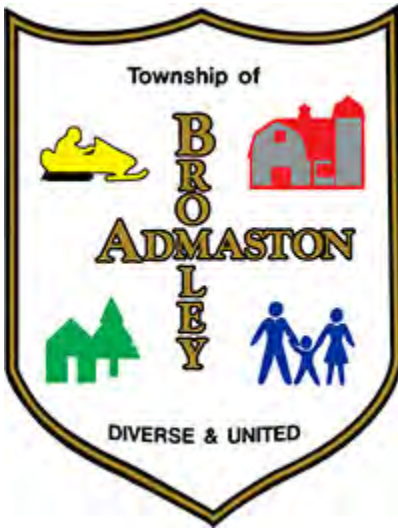
Thursday, April 2, 2026 at 7:30 PM

Council Chambers

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## Regular Meeting - Mar 19 2026 Minutes

Thursday, March 19, 2026 at 7:30 PM

Council Chambers

### 1. Call Meeting to Order

Council met for their second monthly meeting on Thursday March 19, 2026. Present were Deputy Mayor Keith Gourley, Councillors Brian Hamilton, Kevin Legris and Angela Field.

Staff Members present were Treasurer-Deputy CAO/Clerk Coughlin, Public Works Superintendent Visinski, and Finance Clerk Amy Fraser.

Also present was Audio/Video System Specialist Nate MacIsaac.

Mayor Donohue sent regrets.

### 2. Moment of Silence

### 3. Approval of Agenda

#### Resolution No. 12-03-2026

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED that Council adopt the agenda of March 19, 2026, Regular Council Meeting.

Carried.

### 4. Disclosure of Pecuniary Interest

None.

### 5. Minutes

5.1

[March 5, 2026 Regular Council Meeting](#) 

#### Resolution No. 13-03-2026

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- March 5, 2026, Regular Council Meeting

Carried.

### 6. Delegations and Guests

None.

**7. Planning and Economic Development Committee**

Chair Keith Gourley, All of Council

7.1 [Restricted Covenant Report](#) 

Council had questions on the report and attached information. They decided to defer their decision until more information could be received at a future meeting.

**Resolution No. 14-03-2026**

Moved by Kevin Legris, seconded by Angela Field.

BE IT RESOLVED that Admaston/Bromley Council defer the restricted covenant for the properties owned by Kenneth Blackburn to a future meeting.

Carried.

**8. Community Services**

Chair Angela Field, Committee Member Brian Hamilton

None.

**9. Operations Committee**

Chair Brian Hamilton, All of Council

9.1 [New Tandem Truck Report](#) 

**Resolution No. 15-03-2026**

Moved by Brian Hamilton, seconded by Kevin Legris.

BE IT RESOLVED THAT Council receive the New Tandem Truck report as information as submitted and circulated:

AND FURTHER THAT Council authorize staff to proceed with purchasing the Tandem Plow Truck once long-term financing has been secured.

Carried.

9.2 [Public Works Monthly Report - February 2026](#) 

**Resolution No. 16-03-2026**

Moved by Brian Hamilton, seconded by Kevin Legris.

BE IT RESOLVED THAT the Council receive the Public Works February 2026 Report as information.

Carried.

**10. Waste Management Committee**

Chair Michael Donohue, All of Council

None.

**11. Finance and Administration Committee**

Chair Michael Donohue, All of Council

11.1 [Financial Overview report – YTD January – February 2026](#) 

[i\) YTD Financials as of February 28, 2026](#) 

**Resolution No. 17-03-2026**

Moved by Kevin Legris, seconded by Angela Field.

BE IT RESOLVED THAT Council accept the January – February 2026 YTD Financial Overview Report (attached) as information as submitted and circulated.

Carried.

11.2 [Payment Register - January 2026](#) 

[Payment Register - February 2026](#) 

**Resolution No. 18-03-2026**

Moved by Kevin Legris, seconded by Angela Field.

BE IT RESOLVED that Council approve the Payment Register for January and February 2026.

Carried.

11.3 [Statement of Remuneration/Expenses for Council - amended](#) 

**Resolution No. 19-03-2026**

Moved by Kevin Legris, seconded by Angela Field.

BE IT RESOLVED THAT the Council receive the Amended 2025 Council Remuneration & Expenses report as information as submitted and circulated.

Carried.

11.4 Financial Applications - Infrastructure Ontario

i) [V28 Tandem Truck](#) 

ii) [Pumper / Tanker \(9735\) replacement](#) 

**Resolution No. 20-03-2026**

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED THAT Council receive the Financing V28 Tandem Plow Truck replacement application report as information as submitted and circulated,

AND FURTHER THAT Council adopt By-law #2026-16 being by-law to authorize staff to submit application to Ontario Infrastructure and Lands Corporation for long-term borrowing in the amount of \$175,000.00

Carried.

**Resolution No. 21-03-2026**

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED THAT Council receive the Financing Pumper / Tanker (9735) Replacement application report as information as submitted and circulated,

AND FURTHER THAT Council adopt By-law #2026-17 being by-law to authorize staff to submit application to Ontario Infrastructure and Lands Corporation for long-term borrowing in the amount of \$702,000.00

Carried.

**12. Protective Services Committee**

Chair Kevin LeGris, Committee Member Angela Field

None.

**13. County of Renfrew**

Mayor Michael Donohue

13.1 [Eastern Ontario Regional Network Update - February 2026](#) 

**Resolution No. 22-03-2026**

Moved by Brian Hamilton, seconded by Kevin Legris.

BE IT RESOLVED THAT Council receive the communication from the Eastern Ontario Regional Network (EORN) update for February 2026.

Carried.

**14. By-Laws**

14.1 [2026-16 Borrowing By-Law re: V28 Tandem Truck](#) 

14.2 [2026-17 Borrowing By-Law re: Pumper / Tanker \(9735\)](#) 

**Resolution No. 23-03-2026**

Moved by Brian Hamilton, seconded by Kevin Legris.

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

- 2026-16 Borrowing By-law re: V28 Tandem truck
- 2026-17 Borrowing By-law re: Pumper / Tanker (9735)

Carried.

**15. Old Business**

None.

15.1 [Action Tracking List](#) 

**Resolution No. 24-03-2026**

Moved by Kevin Legris, seconded by Angela Field.

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

Carried.

**16. New Business**

None.

**17. Closed Session**

**18. Confirmatory By-Law**

18.1 [2026-18 Being a By-Law to confirm proceedings of Council Meeting](#) 

**Resolution No. 25-03-2026**

Moved by Angela Field, seconded by Kevin Legris.

BE IT RESOLVED that By-law 2026-18, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held March 19, 2026, be now numbered, deemed read three times and passed.

Carried.

**19. Question Period**

**20. Adjournment**

**Resolution No. 26-03-2026**

Moved by Kevin Legris, seconded by Brian Hamilton.

BE IT RESOLVED that the Thursday, March 19, 2026, Township of Admaston/Bromley Council meeting be adjourned at 8:01 p.m.

Carried.

---

Mayor

---

CAO/Clerk

Draft



Renfrew County  
**Community Futures  
Development Corporation**

---

**Société d'aide au développement  
des collectivités**  
du comté de Renfrew

**Local Solutions for Local Economies**



# Community Futures Program

Operating funding from the Government of Canada



60 Offices in Ontario



267 Offices across Canada



# Our Services

Helping business in **Renfrew County** since 1986.

We are designed to support business enterprises, community-based development and employment in Renfrew County by offering:



**Small Business  
Financing**



**Community Economic  
Development**



**Business Counselling  
& Support**





# Small Business Financing

## Financing up to \$300,000

Clients are encouraged to explore traditional financing services. Should bank financing not be available, or not fully meet the clients needs, the RCCFDC loan program can help to finance any viable business venture. Purposes for financing can include equipment purchases, real estate, expansion, working capital, and start-up costs.



### Since Inception

\$49,747,342

Loans Advanced

\$43,682,553

Leveraged Dollars

5.529

Jobs Created/Maintained



# What Makes Us Different

## Flexible Payment Terms

Financing provided to most industries



## Applications are locally reviewed and approved

Supervision and decisions are handled in-house



## Security can be more flexible than traditional lenders





# Community Economic Development

**Working with community partners to support the local economy**

We work alongside community leaders and other key stakeholders to create Community Economic Development plans and implement projects that support value-added activity and expansion into new sectors.

# Business Counselling and Support

RCCFDC seeks to provide skilled business advice to small and medium-sized businesses in Renfrew County.



**Business Advisory  
Services**



**Workshops & Seminars**



**Partner Referrals**

# Contact Us



(833) 930-5283



info@rccfdc.org



www.rccfdc.org



The RCCFDC Team  
is Here for You!



Renfrew County  
**CFDC | SADC**  
du comté de Renfrew

# Newsletter & Social Media

Subscribe to our newsletter to updates on funding, business resources and training opportunities



## GET SOCIAL WITH US!



R.C.CommunityFutures



renfrewcountycfdc

# ANNUAL REPORT 2024-2025



Renfrew County  
**Community Futures  
Development Corporation**  
**Société d'aide au développement  
des collectivités**  
du comté de Renfrew



Photo Credit: Paddler's Co-op

**Canada** 

With the support of the Government of  
Canada through the Federal Economic  
Development Agency for Southern  
Ontario.

Avec l'appui du gouvernement du  
Canada à travers l'Agence fédérale de  
développement  
Sud de l'Ontario



# 2024-2025

## A YEAR OF GROWTH & COMMUNITY IMPACT



Photo Credit: Paddler's Co-op



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# Purpose & **LEADERSHIP**



## Investing in Local Ideas

Flexible financing and strategic support to help rural businesses grow, adapt, and succeed.

## Navigating Growth Together

Personalized guidance from a team that understands the realities of rural business and community development.

## Rooted in Rural Resilience

With deep local knowledge and strong partnerships, we help build lasting foundations for sustainable economic development.

## INVESTING IN RENFREW COUNTY SINCE 1986

**\$44,939,294** Invested in the Community

**\$43,682,553** Additional Dollars Leveraged

**\$4,808,048** Grants Awarded

**1001** Loans Disbursed

**5020** Jobs Impacted





## ▶ Message from **THE CHAIR**

As we reflect on the past year, one thing is clear: growth is not always linear, but with strong roots and steady leadership, it is always possible. In the face of ongoing change and challenge, RCCFDC has remained a source of stability and forward motion for the businesses and communities we serve.

Thanks to the dedication of our staff, board, and partners, we continue to deliver meaningful support where it's needed most—fueling entrepreneurship, building local capacity, and creating opportunities across Renfrew County.

It's an honour to serve as Chair of this organization and to witness firsthand the ripple effect of community-driven development. Thank you for being part of the journey.

*Nicole Handspiker-Adams, Chair*  
Renfrew County Community  
Futures Development Corporation



## ▶ Message from the **EXECUTIVE DIRECTOR**

Over the past year, RCCFDC has continued to evolve, building on a strong foundation while welcoming new voices and perspectives.

After many years of dedicated service, Business Development Officer Mike Thompson retired, leaving behind a legacy of trusted relationships and a deep understanding of the local business landscape. We thank him for his steady commitment and the meaningful contributions he made during his time here.

As we move forward, we're pleased to welcome two new team members to the organization: Meghan Sutherland as Business Development Officer, and Michèle Gagnon as Community Development Officer. Their experience, creativity, and passion for community economic development have already begun to enrich our work.

With gratitude for the past and excitement for the future, we look forward to continuing to support local businesses and rural resilience across Renfrew County.

*Cyndy Phillips, Executive Director*  
Renfrew County Community Futures Development Corporation



# YEAR In Review

## FINANCIAL REPORT

April 1, 2024-March 31, 2025

We provide loans of up to \$300,000 to help rural entrepreneurs start, grow, or sustain their businesses. From first-time founders to long-standing businesses, our support goes beyond financing, we offer one-on-one guidance and local knowledge to help businesses thrive in Renfrew County.



**19**

Businesses  
Impacted



**\$2,363,975**

Loans  
Invested



**337**

Jobs  
Impacted



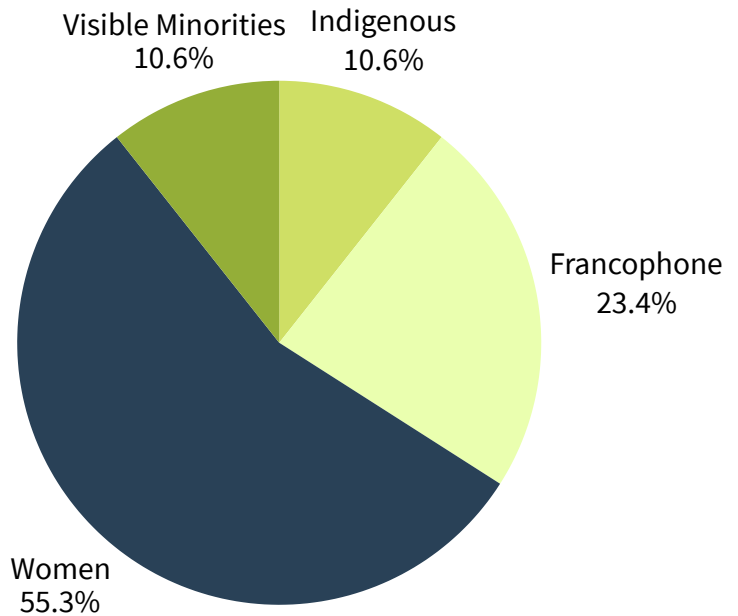
**\$2,207,325**

Dollars  
leveraged

# Beyond Capital: Support & Inclusion

## We're committed to inclusive lending.

In 2024–2025, 42% of our loans supported entrepreneurs from equity-seeking groups—including women, Indigenous, Francophone, and racialized business owners. Our goal is to make sure rural financing reaches a broader range of voices, ideas, and communities.



## We support more than just financing.

From quick questions to deep strategy sessions, we offer free, one-on-one in-depth business counselling and respond to hundreds of inquiries each year. We also invest directly in our communities through targeted grants that help local projects take root and grow.



**290**

General  
Inquiries



**260**

counselling  
sessions



**\$29,498**

Granted to Support  
Local Projects



RCMP



# Client STORY



“

**WITH COMMUNITY FUTURES, THERE'S A LOT MORE FLEXIBILITY AND RECOGNITION OF THE IMPACTS OF OUR ORGANIZATION AND WHAT THIS MEANS FOR THE COMMUNITY AND LOCAL ECONOMY.**

—Ryan O'Connor,  
Executive Director, Paddler's Co-op



**Program: CFP Loan**  
**RCCFDC Investment: \$200,000**  
**Total Project Value: \$745,000**

## ***Planting Permanent Roots on the Madawaska River***

Founded in 1999, Paddler Co-operative Inc. offers inclusive canoeing and kayaking programs on the Madawaska River. Operating from a riverside property for over 20 years, the Co-op faced the risk of losing its home when the land was put up for sale in 2024.



## **FINANCING THE FUTURE**

After launching a successful \$225,000 fundraising campaign, the Co-op sought financing but was declined by a major bank. With support from RCCFDC and Northern Credit Union, longstanding community partners, they secured the full \$745,000 needed to purchase the property.

**RCCFDC contributed a \$200,000 loan**, working alongside Northern Credit Union to make the deal possible.

## **IMPACT**

With over 2,000 members nationwide, Paddler Co-op boosts regional tourism by drawing visitors who support local accommodations, restaurants, and supply stores. The property purchase ensures the Co-op can continue serving the community and strengthening the local economy for years to come.



# ▶ EMPOWERING Entrepreneurs

RCCFDC shares knowledge directly through hands-on workshops while also partnering with organizations like Enterprise Renfrew County to broaden our reach and bring in expert-led training. Together, we're helping local entrepreneurs build skills, confidence, and stronger businesses.



## Partnering to Expand Access

RCCFDC partnered with **Enterprise Renfrew County** throughout the year to sponsor and support the delivery of **10 business workshops and webinars for local entrepreneurs.**

This included a Small Business Month series, a collaborative series with PARO introducing the Women's Circle program, and two sessions delivered in French for Francophone entrepreneurs.

By working together, we helped expand access to relevant, inclusive training across the region.



THESE WORKSHOPS DIDN'T JUST EXPLAIN THE CONCEPTS, THEY HELPED ME ACTUALLY APPLY THEM TO MY BUSINESS.

—Workshop Participant



## Sharing Our Expertise

This year, RCCFDC's Business Development Officer, Mike Thompson, led **two Mastering Your Finances workshop series** to help entrepreneurs feel more confident about managing their business numbers.

Each 3-part series, one in Pembroke (Fall) and the other in Arnprior (Winter), focused on practical financial topics: Budgeting for Success, Mastering Cash Flow, and Navigating Financial Statements. These hands-on sessions gave participants real tools to improve financial decision-making and strengthen their businesses.



18

Workshops facilitated or supported by RCCFDC





# STRENGTHENING Our Communities

Community economic development is about more than just capital, it's about connection, capacity, and resilience. RCCFDC works with partners across the region to deliver funding, training, and strategic support that help people and organizations grow stronger, together.

## Supporting Non-Profits: ONCA Compliance Workshops

With the 2024 deadline for compliance under the Ontario Not-for-Profit Corporations Act (ONCA) approaching, RCCFDC hosted a series of expert-led workshops in Renfrew, Madawaska, and Petawawa to help local non-profits navigate the transition. Featuring a governance expert from the Ontario Nonprofit Network, these sessions provided practical tools, legal insight, and peer-to-peer support to strengthen non-profit operations across the region.



**3**

**sessions guiding  
non-profits through  
ONCA changes**

## Supporting Inclusive Workplaces

As part of the national **Hire for Talent** campaign led by CBDC Restigouche, RCCFDC helped engage local employers in a research study exploring inclusive hiring practices for people with disabilities, mental health conditions, and those in need of flexible work environments.

Two rounds of digital surveys were completed with feedback from **19 Renfrew County businesses**, with RCCFDC helping ensure strong rural representation in this important national initiative.

# Supporting the Next Generation of Rural Leaders

RCCFDC is a proud partner of the **Rural Changemakers program**, alongside the County of Renfrew, supporting young leaders in rural Ontario as they develop innovative, community-driven solutions through the Ontario Rural Institute.

Four youth from Renfrew County were selected for the 2025 cohort: Abigail Lakhan, Christina Raddatz, Rachel Richer, and Sarah Richer. Over six months, they engaged in leadership training, built networks, and launched real-world projects to strengthen their communities.

As part of their journey, RCCFDC Executive Director Cyndy Phillips delivered a session on Community Economic Development, helping participants explore how rural economies grow and thrive.

**These young changemakers are already taking action to shape the future of rural Ontario with resilience, creativity, and care.**

Introducing the **2024 FACES OF CHANGE** **RURAL CHANGE MAKERS**

Charlie Plourde  
Skye Kakabagumic  
Josselyn Gray  
Jolene Drouin  
Kasha Kakabagumic  
Vijay Monias  
Christina Raddatz  
Matthias Brown

#LEADYOURFUTURE [WWW.RURALONTARIOINSTITUTE.CA/CHANGEMAKERS](http://WWW.RURALONTARIOINSTITUTE.CA/CHANGEMAKERS)

[Click to learn more about the program](#)



*Strengthening communities cont'd*



## RENFREW COUNTY COMMUNITY DEVELOPMENT FUND

### Investing in Local Growth

Now in its second year, RCCFDC's **Community Development Fund** provided nearly **\$30,000** in non-repayable grants to **eight** local initiatives. The fund supports projects that strengthen community identity, enhance tourism, and foster economic development across Renfrew County.

**Grants of up to \$5,000** were awarded to municipalities, not-for-profits, and BIAs—each leveraging additional investment from their communities.



*Petawawa's Development Summit brought together key voices to shape the town's next chapter.*



*Getting ready to shine: Downtown Renfrew BIA prepares for its Light the Square celebration.*



*With support from the Fund, Killaloe, Hagarty and Richards installed new banners to enhance downtown charm.*



A sweet moment from the Ottawa Valley Tourism Association's Taste of the Valley campaign.



Local flavour on full display at Renfrew's lively Craft Beer & Food Truck Festival.



ExploreWhitewaterRegion.ca: now on display at the Veterans Memorial Park tourist booth with support from the Fund.

## This year's Community Development Fund supported a diverse range of local initiatives:

### North Algona Wilberforce & Whitewater Region

- Improved tourism signage to welcome and guide visitors

### Beachburg Agricultural Society & Town of Renfrew

- Celebrated local culture through events like the Beachburg Fair and the Craft Beer & Food Truck Festival

### Ottawa Valley Tourist Association

- Promoted culinary tourism with targeted regional campaigns

### Killaloe, Hagarty and Richards & Town of Renfrew

- Enhanced downtown appeal through seasonal streetscape banners and holiday lighting

### Town of Petawawa

- Hosted a Development Summit to engage stakeholders and plan for future growth



## FRANCOPHONE OUTREACH & COMMUNITY BUILDING



***Strong arms, stronger partnerships.*** A pre-International Women's Day moment with the all-women team behind the Francophone Business Networking Breakfast.

### Francophone Business Networking Breakfast

On March 4, 2025, RCCFDC partnered with Enterprise Renfrew County to co-host the 3rd Annual Francophone Business Networking Breakfast at the Centre culturel francophone de Pembroke. The event brought together local entrepreneurs, community leaders, and regional organizations to strengthen connections and celebrate Francophone business leadership.

Guest speaker Lina Ravelojaona of the Fédération des gens d'affaires francophones de l'Ontario introduced services available to Francophone entrepreneurs, while Erin Norris of the Ottawa Valley Tourism Association led a hands-on session on collaborative marketing.

## Francophone Wage Subsidy Program

Through funding from the Ontario government's Francophone Community Grants Program, RCCFDC disbursed **\$47,000 in wage subsidies** to support **9 local businesses** across Renfrew County. This funding helped employers integrate new bilingual hires and expand services for Francophone clientele, strengthening both their teams and their connection to the community.



**10**  
Bilingual  
Hires



**9**  
Employers



**\$47,000**  
Wage  
Subsidies

## Francophone Entrepreneur Award

This year's Francophone Entrepreneur Award, presented during the Networking breakfast, was awarded to Lucas Fleurant and Bernadette Demong of Ottawa Valley Taekwon-Do, recognized for their commitment to the French language, cultural visibility, and positive impact on the community.

## Networking & Training Opportunities

RCCFDC also helped create space for Francophone entrepreneurs to learn and connect throughout the year:

- Networking event at CindyLou Boutique in Pembroke (in partnership with the City of Pembroke)
- Two webinars in French on AI for market research and bookkeeping best practices (with Enterprise Renfrew County)



*RCCFDC Executive Director Cyndy Phillips (left) and County of Renfrew Economic Development Manager Melissa Marquart (right) present the Francophone Entrepreneur Award to Luc Fleurant (middle).*



# MEET THE TEAM

## Board & Staff

### 2024-2025 BOARD OF DIRECTORS

RCCFDC is governed by a volunteer Board of Directors made up of individuals from across Renfrew County who bring diverse experience in business, community development, and leadership. Their guidance ensures that our strategic direction reflects the values and priorities of the communities we serve. We're grateful for their ongoing commitment to rural economic growth.



**Nicole Handspiker-Adams, Chair**



**Siobhan McGarr, Vice-Chair**



**Lynn Saunders, Treasurer**



**Ray Bonenberg, Past Chair**



**Sheldon Reiche, Director**



**Dave Lemkay, Director**



**John Becvar, Director**



**Wendy Stone, Director**

### MEMBERS

RCCFDC is also supported by Members who contribute their time and expertise to the organization. They participate in committee work and help ensure strong community representation and oversight.



**Tony Garretto, Member**



**Angela Schutt, Member**

# STAFF TEAM

RCCFDC's staff team brings together experience in business development, community engagement, and strategic project delivery. With a shared commitment to rural growth, they work directly with entrepreneurs and partners to deliver meaningful support across Renfrew County.



**Cyndy Phillips,**  
Executive Director



**Teena McKitchen,**  
Financial  
Administrator



**Meghan Sutherland,**  
Business  
Development Officer



**Michèle Gagnon,**  
Community  
Development Officer

# TRANSITIONS & GRATITUDE



## All the best, Kelley!

After 13 years with RCCFDC, Kelley Jaros moved on from her role in 2024. Her work in economic development and community engagement helped strengthen connections and opportunities across the region. We're grateful for her years of service.

## Happy Retirement, Mike!

Longtime Business Development Officer, Mike Thompson, retired in 2025 after nearly 16 years of dedicated service to local businesses. His calm guidance and deep expertise left a meaningful impact on RCCFDC and the community.





**TOGETHER,  
WE'RE GROWING  
SOMETHING GREAT.**



Renfrew County  
**CFDC | SADC**  
du comté de Renfrew

**Contact Us:**

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**Pembroke Office:**

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 [R.C.CommunityFutures](https://www.facebook.com/R.C.CommunityFutures)

 [renfrewcountycfdc](https://www.instagram.com/renfrewcountycfdc)



Explore our  
services!



**Township of Admaston/Bromley**

**477 Stone Road, R.R. #2**

**Renfrew, ON**

**K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: April 2, 2026  
To: Council  
From: Jennifer Charkavi  
Re: Restricted Covenant

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**Background:**

Mr. Blackburn has obtained conditional severance consent from the County of Renfrew to add a severed parcel to his existing land on Dragonfly Way as a lot addition. In order to complete this, lawyers must remove the restrictive covenants registered in favour of the Township of Admaston/Bromley from the existing lot. The particulars of the restrictive covenants provide that the two parcels of Mr. Blackburn's land that is separated by a road must be treated as one parcel. Therefore, both parcels of land must always be dealt with (transferred, mortgaged etc.) together as one.

The restrictive covenant needs to be removed prior to consolidating the severed parcel with Mr. Blackburn's property as it essentially will void a consolidation.

The property index map attached shows Mr. Blackburn's property as PINs ending in 0174 and 0238. Reference plan 49R20877 shows the parcels intended to be consolidated (Parts 1, 2 and 3).

When the initial applications were done by Marion Blackburn years ago, the properties were across a private road from each other and a true "merge" of the parcels couldn't happen. Back then, the idea was that if the properties were tied to each other through a registration on title, that would "sort of" merge them together for the future, because the registration would stipulate that one parcel couldn't be sold without the other.

The registration that was required was a restrictive covenant. A restrictive covenant is document putting a notation on title that basically prevents you from doing something with the land unless something else happens. So in this case, the restriction would have been that one parcel couldn't be transferred unless the other parcel went with it. By doing the restrictive covenant we prevented the parcels from being sold separately.

The restrictive covenants are a strong document at the Land titles office and flags the title “no dealings” (unless removed) so nothing can be registered on, or removed from, the title until it is dealt with. Removal needs a certain level of authorization. Because the Township entered into the covenant at the time, the Township has to sign off.

**Financial Implications:**

None at this time.

**People Consulted:**

Alana Zadow, County of Renfrew – Development and Property Department  
Amanda Proulx, Real Estate Law Clerk

**Recommendation for Council:**

BE IT RESOLVED that Admaston/Bromley Council authorize CAO/Clerk Charkavi to execute all documents required to remove the restricted covenant for the properties owned by Kenneth Blackburn described as:

*PIN* 57253 - 0273 LT

*Description* PART LOT 17 CONCESSION 8 ADMASTON PART 5 PLAN 49R17841; TOWNSHIP OF ADMASTON/BROMLEY

*PIN* 57253 - 0274 LT

*Description* PART LOT 17 CONCESSION 8 ADMASTON PART 4 PLAN 49R17841; TOWNSHIP OF ADMASTON/BROMLEY

**ACKNOWLEDGEMENT AND DIRECTION**

**TO:** Lori Marlene Inglis  
(Insert lawyer's name)

**AND TO:** Gallagher & Inglis Professional Corporation  
(Insert firm name)

**RE:** Deletion of Restrictive Covenants ("the transaction")  
(Insert brief description of transaction)

**This will confirm that:**

- I/We have reviewed the information set out in this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on my/our behalf the Documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Ontario as the date of the Agreement of Purchase and sale herein. I/We hereby acknowledge the said Agreement has been reviewed by me/us and that I/We shall be bound by its terms;
- The effect of the Documents has been fully explained to me/us, and I/we understand that I/we are parties to and bound by the terms and provisions of the Documents to the same extent as if I/we had signed them; and
- I/we are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.
- I, \_\_\_\_\_, am the spouse of \_\_\_\_\_, the (Transferor/Chargor), and hereby consent to the transaction described in the Acknowledgment and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

**DESCRIPTION OF ELECTRONIC DOCUMENTS**

The Document(s) described in the Acknowledgement and Direction are the document(s) selected below which are attached hereto as "Document in Preparation" and are:

- A Transfer of the land described above.
- A Charge of the land described above.
- Other documents set out in Schedule "B" attached hereto.

**Dated at** \_\_\_\_\_, **this** \_\_\_\_\_ **day of** \_\_\_\_\_, **20** \_\_\_\_.

**WITNESS**

(As to all signatures, if required)

\_\_\_\_\_  
THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Properties**

*PIN* 57253 - 0273 LT

*Description* PART LOT 17 CONCESSION 8 ADMASTON PART 5 PLAN 49R17841; TOWNSHIP OF ADMASTON/BROMLEY

*PIN* 57253 - 0274 LT

*Description* PART LOT 17 CONCESSION 8 ADMASTON PART 4 PLAN 49R17841; TOWNSHIP OF ADMASTON/BROMLEY

**Applicant(s)**

*Name* BLACKBURN, KENNETH  
Acting as an individual

*Address for Service* 80B South Birch St.  
Campbell River, BC V9W 2R8

This document is not authorized under Power of Attorney by this party.

**Party To(s)**

*Capacity*

*Share*

*Name* THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY  
Acting as a company

*Address for Service* 477 Stone Rd RR 2, Renfrew, ON K7Z 3Z5

This document is being authorized by a municipal corporation Jennifer Charkavi, CAO/CLERK.  
This document is not authorized under Power of Attorney by this party.

**Statements**

I Kenneth Blackburn registered owner(s) of the lands hereby apply under section 75 of the Land Titles Act to have the register for the said PIN amended by: Deleting the restrictive covenants contained in instrument R430981 (PIN 57253-0274) and R430982 (PIN57253-0273) from the parcel registers by reason that the Corporation of The Township of Admaston/Bromley has released and consented to the deletion of the restrictive covenants.

I Lori Marlene Inglis solicitor make the following law statement I confirm that all of the required parties have consented to the deletion of this restriction.

This document relates to registration number(s)R430982 and R430981

**File Number**

*Applicant Client File Number :* 24-367

ABSV

A

R430981

CERTIFICATE OF REGISTRATION  
CERTIFICAT D'ENREGISTREMENT

AUG 17 2012 11:18

*Plane Land Registrar*

(1) Registry  Land Titles  (2) Page 1 of 5 pages *hm*

(3) Property Identifier(s) Block Property Additional: See Schedule   
PT 57253 - 0175 (R)

(4) Consideration TO EFFECT SEVERANCE ONE----- Dollars \$ 1.00

(5) Description This is a: Property Division  Property Consolidation

Part Lot 17, Concession 8, Part 4 on Reference Plan 49R17841, Geographic Township of Admaston, Township of Admaston/Bromley, being part of PIN 57253-0175 (R) as previously described in Deed No. R125397

New Property Identifiers Additional: See Schedule

Executions Additional: See Schedule

FOR OFFICE USE ONLY

(6) This Document Contains (a) Redescription New Easement Plan/Sketch  (b) Schedule for: Description  Additional Parties  Other  (7) Interest/Estate Transferred Fee Simple

(8) Transferor(s) The transferor hereby transfers the land to the transferee and certifies that the transferor is at least eighteen years old and that I am not a spouse

Name(s) BLACKBURN, Marion Miller Signature(s) *Marion M. Blackburn* Date of Signature Y M D 2012 07 06

(9) Spouse(s) of Transferor(s) I hereby consent to this transaction Name(s) Signature(s) Date of Signature Y M D

(10) Transferor(s) Address for Service 24 Ming Court, Carp, ON K0A 1L0

(11) Transferee(s) BLACKBURN, Marion Miller Date of Birth Y M D 1927 01 09

(12) Transferee(s) Address for Service 24 Ming Court, Carp, ON K0A 1L0

(13) Transferor(s) The transferor verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene section 50 of the Planning Act. Signature Date of Signature Y M D

Solicitor for Transferor(s) I have explained the effect of section 50 of the Planning Act to the transferor and I have made inquiries of the transferor to determine that this transfer does not contravene that section and based on the information supplied by the transferor, to the best of my knowledge and belief, this transfer does not contravene that section. I am an Ontario solicitor in good standing. Signature Date of Signature Y M D

Name and Address of Solicitor Signature

(14) Solicitor for Transferee(s) I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in subclause 50 (22) (c) (ii) of the Planning Act and that to the best of my knowledge and belief this transfer does not contravene section 50 of the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing. Signature Date of Signature Y M D

Name and Address of Solicitor Signature

(15) Assessment Roll Number of Property City: Mun. Map Sub. Par.

(16) Municipal Address of Property 146 Dragonfly Way, R.R. #2 Renfrew, ON K7V 3Z5

(17) Document Prepared by: McNab, Stewart & Prince 117 Raglan St. South Renfrew, Ontario K7V 1P8

Fees and Tax	
Registration Fee	60.00
Land Transfer Tax	

FOR OFFICE USE ONLY

FOR OFFICE USE ONLY

**Additional Property Identifier(s) and/or Other Information**

WHEREAS:

Marion Miller Blackburn is the registered owner and transferor of the lands herein described as Part Lot 17, Concession 8, Admaston, described as Part 4 on Reference Plan 49R17841, Geographic Township of Admaston, Township of Admaston/Bromley, being part of PIN 57253-0175(R)

The transferee hereby covenants for herself, her heirs, successors and assigns, that she will not transfer, mortgage, or otherwise alienate the lands described herein separately from Part 5 on Reference Plan 49R17841, being all of PIN 57253-0174(R), one parcel from the other, which covenant is for the benefit of and shall run with the lands described in Schedule "A" and may be enforced by the Municipal Corporation of the Township of Admaston/Bromley.

**Additional Property Identifier(s) and/or Other Information**

SCHEDULE "A"

FIRSTLY - Part Lot 13, Concession 4, being Part 2 on Reference Plan 49R405; S/T INTEREST IN R79124, Geographic Township of Admaston, Township of Admaston/Bromley, being all of PIN 57262-0005 (LT); and

SECONDLY - Part Lot 13, Concession 4, being Part 3 on Reference Plan 49R405 except Part 13 on Reference Plan 49R7168; S/T INTEREST in R79124, Geographic Township of Admaston, Township of Admaston/Bromley, being all of PIN 57262-0006(LT).

FOR OFFICE  
USE ONLY



FORM 2

The Planning Act

## CERTIFICATE OF OFFICIAL

Under subsection 53(42) of the Planning Act, 1990, I certify that the consent of the County of Renfrew was given on March 15, 2012 to the conveyance of the following land:

ALL THAT PORTION in part of Lot 17, Concession 8, in the Geographic Township of Admaston, in the Township of Admaston/Bromley, in the County of Renfrew, designated as Part 4 on Reference Plan 49R-17841.

*Alana Zadow*  
\_\_\_\_\_  
Official

Dated this 14<sup>th</sup> day  
of August, 2012.

(to be attached to deed for registry purposes)

File No. B148/10(2)



Ministry of Revenue
Land Taxes Section
33 King St West
PO Box 625
Oshawa ON L1H 8H9

Property Identifier(s) No.
57253-0175

Land Transfer Tax Affidavit
Land Transfer Tax Act

Refer to instructions on reverse side.

In the Matter of the Conveyance of (insert brief description of land) Part Lot 17, Con. 8, Part 4 on Reference Plan
49R17841, Geographic Township of Admaston, Township of Admaston/Bromley

BY (print names of all transferors in full) Marion Miller Blackburn

TO (print names of all transferees in full) Marion Miller Blackburn

I Marion Miller Blackburn

have personal knowledge of the facts herein deposed to and Make Oath and Say that:

1. I am (place a clear mark within the square opposite the following paragraph(s) that describe(s) the capacity of the deponents):

- (a) the transferee named in the above-described conveyance;
(b) the authorized agent or solicitor acting in this transaction for the transferee(s);
(c) the President, Vice-President, Secretary, Treasurer, Director or Manager authorized to act for (the transferee(s));
(d) a transferee and am making this affidavit on my own behalf and on behalf of (insert name of spouse) who is my spouse.
(e) the transferor or an officer authorized to act on behalf of the transferor company and I am tendering this document for registration and no tax is payable on registration of this document.

2. THE TOTAL CONSIDERATION FOR THIS TRANSACTION IS ALLOCATED AS FOLLOWS:

Table with 2 columns: Description and Amount. Rows include: (a) Monies paid or to be paid in cash \$ 1.00; (b) Mortgages (i) Assumed (principal and interest) Nil; (ii) Given back to vendor Nil; (c) Property transferred in exchange (detail below in para. 5) Nil; (d) Other consideration subject to tax (detail below) Nil; (e) Fair market value of the lands (see Instruction 2(c)) Nil; (f) Value of land, building, fixtures and goodwill subject to Land Transfer Tax (Total of (a) to (e)) \$ 1.00; (g) Value of all chattels - items of tangible personal property which are taxable under the provisions of the Retail Sales Tax Act Nil; (h) Other consideration for transaction not included in (f) or (g) above Nil; (i) Total Consideration \$ 1.00.

All blanks must be filled in. Insert "Nil" where applicable.

3. To be completed where the value of the consideration for the conveyance exceeds \$400,000.00.

I have read and considered the definition of "single family residence" set out in subsection 1(1) of the Act. The land conveyed in the above-described conveyance:

- does not contain a single family residence or contains more than two single family residences;
contains at least one and not more than two single family residences; or
contains at least one and not more than two single family residences and the lands are used for other than just residential purposes. The transferee has accordingly apportioned the value of consideration on the basis that the consideration for the single family residence is \$ and the remainder of the lands are used for purposes.

Note: Subsection 2(1)(b) imposes an additional tax at the rate of one-half of one per cent upon the value of the consideration in excess of \$400,000.00 where the conveyance contains at least one and not more than two single family residences and 2(2) allows an apportionment of the consideration where the lands are used for other than just residential purposes.

4. If consideration is nominal, is the land subject to any encumbrance? Yes No

5. Other remarks and explanations, if necessary. Transfer from self to self to effect severance

Sworn/affirmed before me in the Town of Renfrew

Province of Ontario

this 6 day of July, 2012

Signature of Marion Miller Blackburn

Carol Ann Varrin, a Commissioner, etc.,
County of Renfrew, for McNab, Stewart & Prince,
Barristers and Solicitors.
Expires December 23, 2014.

Property Information Record

- A. Describe nature of instrument: Transfer/Deed of Land
B. (i) Address of property being conveyed (if available) 146 Dragonfly Way, R.R.#2 Renfrew, ON K7V 3Z5
(ii) Assessment Roll No. (if available) 47 42 042 030 19500 0000
C. Mailing address(es) for future Notices of Assessment under the Assessment Act for property being conveyed 24 Ming Crt., R.R.#2, Carp, ON K0A 1L0
D. (i) Registration number for last conveyance of property being conveyed (if available) R125397
(ii) Legal description of property conveyed: Same as in D (i) above. Yes No Not known
E. Name(s) and address(es) of each transferee's solicitor: McNab, Stewart & Prince 117 Raglan St. South, Renfrew, Ontario, K7V 1P8

For Land Registry Office Use Only
Registration No.
Registration Date (Year/Month/Day)
Land Registry Office No.

School Support (Voluntary Election) (See reverse for explanation)

- (a) Are all individual transferees Roman Catholic? Yes No
(b) If Yes, do all individual transferees wish to be Roman Catholic Separate School Supporters?
(c) Do all individual transferees have French Language Education Rights?
(d) If Yes, do all individual transferees wish to support the French Language School Board (where established)?

Note: As to (c) and (d) the land being transferred will receive French Public School Board Election unless otherwise directed in (a) and (b).

FOR OFFICE USE ONLY

R430982  
CERTIFICATE OF REGISTRATION  
CERTIFICAT D'ENREGISTREMENT

AUG 17 2012 11:21

New Property Identifiers

*Plan and Registrar*

Additional: See Schedule

Executions

Additional: See Schedule

(1) Registry  Land Titles  (2) Page 1 of 5 pages *1/5*

(3) Property Identifier(s) Block Property  
57253 - 0174 (R) Additional: See Schedule

(4) Consideration TO EFFECT SEVERANCE and ONE Dollars \$ 1.00

(5) Description This is a: Property Division  Property Consolidation

Part Lot 17, Concession 8, Part 5 on Reference Plan 49R17841, Geographic Township of Admaston, Township of Admaston/Bromley, being all of PIN 57253-0174 (R) as previously described in Deed No. R125397

(6) This Document Contains (a) Redescription New Easement Plan/Sketch  (b) Schedule for: Description  Additional Parties  Other  (7) Interest/Estate Transferred Fee Simple

(8) Transferor(s) The transferor hereby transfers the land to the transferee and certifies that the transferor is at least eighteen years old and that I am not a spouse

Name(s) BLACKBURN, Marion Miller Signature(s) *Marion M. Blackburn* Date of Signature Y M D 2012 07 06

(9) Spouse(s) of Transferor(s) I hereby consent to this transaction Name(s) Signature(s) Date of Signature Y M D

(10) Transferor(s) Address for Service 24 Ming Court, Carp, ON K0A 1L0

(11) Transferee(s) BLACKBURN, Marion Miller Date of Birth Y M D 1927 01 09

(12) Transferee(s) Address for Service 24 Ming Court, Carp, ON K0A 1L0

(13) Transferor(s) The transferor verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene section 50 of the Planning Act. Signature Date of Signature Y M D

Solicitor for Transferor(s) I have explained the effect of section 50 of the Planning Act to the transferor and I have made inquiries of the transferor to determine that this transfer does not contravene that section and based on the information supplied by the transferor, to the best of my knowledge and belief, this transfer does not contravene that section. I am an Ontario solicitor in good standing. Name and Address of Solicitor Signature Date of Signature Y M D

(14) Solicitor for Transferee(s) I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in subclause 50 (22) (c) (ii) of the Planning Act and that to the best of my knowledge and belief this transfer does not contravene section 50 of the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing. Name and Address of Solicitor Signature Date of Signature Y M D

(15) Assessment Roll Number of Property City: Mun: Map: Sub: Par:

(16) Municipal Address of Property  
146 Dragonfly Way, R.R. #2  
Renfrew, ON  
K7V 3Z5

(17) Document Prepared by:  
McNab, Stewart & Prince  
117 Raglan St. South  
Renfrew, Ontario  
K7V 1P8

Fees and Tax	
Registration Fee	600.00
Land Transfer Tax	—
	100.00

FOR OFFICE USE ONLY

FOR OFFICE USE ONLY

**Additional Property Identifier(s) and/or Other Information**

WHEREAS:

Marion Miller Blackburn is the registered owner and transferor of the lands herein described as Part Lot 17, Concession 8, Admaston, described as Part 5 on Reference Plan 49R17841, Geographic Township of Admaston, Township of Admaston/Bromley, being all of PIN 57253-0174 (R)

The transferee hereby covenants for herself, her heirs, successors and assigns, that she will not transfer, mortgage, or otherwise alienate the lands described herein separately from Part 4 on Reference Plan 49R17841, being part of PIN 57253-0175 (R), one parcel from the other, which covenant is for the benefit of and shall run with the lands described in Schedule "A" and may be enforced by the Municipal Corporation of the Township of Admaston/Bromley.

**Additional Property Identifier(s) and/or Other Information**

SCHEDULE "A"

FIRSTLY - Part Lot 13, Concession 4, being Part 2 on Reference Plan 49R405; S/T INTEREST IN R79124, Geographic Township of Admaston, Township of Admaston/Bromley, being all of PIN 57262-0005 (LT); and

SECONDLY - Part Lot 13, Concession 4, being Part 3 on Reference Plan 49R405 except Part 13 on Reference Plan 49R7168; S/T INTEREST in R79124, Geographic Township of Admaston, Township of Admaston/Bromley, being all of PIN 57262-0006(LT).

FOR OFFICE  
USE ONLY



FORM 2

The Planning Act

## CERTIFICATE OF OFFICIAL

Under subsection 53(42) of the Planning Act, 1990, I certify that the consent of the County of Renfrew was given on March 15, 2012 to the conveyance of the following land:

ALL THAT PORTION in part of Lot 17, Concession 8, in the Geographic Township of Admaston, in the Township of Admaston/Bromley, in the County of Renfrew, designated as Part 5 on Reference Plan 49R-17841.

  
\_\_\_\_\_  
Official

Dated this 14<sup>th</sup> day  
of August, 2012.

(to be attached to deed for registry purposes)

File No. B147/10(1)



Ministry of Revenue  
Land Taxes Section  
33 King St West  
PO Box 625  
Oshawa ON L1H 6H9

Property Identifier(s) No.  
57253-0174

Land Transfer Tax Affidavit  
Land Transfer Tax Act

Refer to instructions on reverse side.

In the Matter of the Conveyance of (insert brief description of land) Part Lot 17, Con. 8, Part 5 on Reference Plan 49R17841, Geographic Township of Admaston, Township of Admaston/Bromley

BY (print names of all transferors in full) Marion Miller Blackburn

TO (print names of all transferees in full) Marion Miller Blackburn

I Marion Miller Blackburn

have personal knowledge of the facts herein deposed to and Make Oath and Say that:

- I am (place a clear mark within the square opposite the following paragraph(s) that describe(s) the capacity of the deponents):
  - (a) the transferee named in the above-described conveyance;
  - (b) the authorized agent or solicitor acting in this transaction for the transferee(s);
  - (c) the President, Vice-President, Secretary, Treasurer, Director or Manager authorized to act for \_\_\_\_\_ (the transferee(s));
  - (d) a transferee and am making this affidavit on my own behalf and on behalf of (insert name of spouse) \_\_\_\_\_ who is my spouse.
  - (e) the transferor or an officer authorized to act on behalf of the transferor company and  I am tendering this document for registration and  no tax is payable on registration of this document.

2. THE TOTAL CONSIDERATION FOR THIS TRANSACTION IS ALLOCATED AS FOLLOWS:

(a) Monies paid or to be paid in cash	\$	<u>1.00</u>	}	All blanks must be filled in. Insert "Nil" where applicable.
(b) Mortgages (i) Assumed (principal and interest)	\$	<u>Nil</u>		
(ii) Given back to vendor	\$	<u>Nil</u>		
(c) Property transferred in exchange (detail below in para. 5)	\$	<u>Nil</u>		
(d) Other consideration subject to tax (detail below)	\$	<u>Nil</u>		
(e) Fair market value of the lands (see Instruction 2(c))	\$	<u>Nil</u>		
(f) Value of land, building, fixtures and goodwill subject to Land Transfer Tax (Total of (a) to (e))	\$	<u>1.00</u>	\$	<u>1.00</u>
(g) Value of all chattels - items of tangible personal property which are taxable under the provisions of the Retail Sales Tax Act	\$	<u>Nil</u>	\$	<u>Nil</u>
(h) Other consideration for transaction not included in (f) or (g) above	\$	<u>Nil</u>	\$	<u>Nil</u>
(i) Total Consideration	\$	<u>1.00</u>	\$	<u>1.00</u>

3. To be completed where the value of the consideration for the conveyance exceeds \$400,000.00.

- I have read and considered the definition of "single family residence" set out in subsection 1(1) of the Act. The land conveyed in the above-described conveyance:
- does not contain a single family residence or contains more than two single family residences;
  - contains at least one and not more than two single family residences; or
  - contains at least one and not more than two single family residences and the lands are used for other than just residential purposes. The transferee has accordingly apportioned the value of consideration on the basis that the consideration for the single family residence is \$ \_\_\_\_\_ and the remainder of the lands are used for \_\_\_\_\_ purposes.

**Note:** Subsection 2(1)(b) imposes an additional tax at the rate of one-half of one per cent upon the value of the consideration in excess of \$400,000.00 where the conveyance contains at least one and not more than two single family residences and 2(2) allows an apportionment of the consideration where the lands are used for other than just residential purposes.

- If consideration is nominal, is the land subject to any encumbrance?  Yes  No
- Other remarks and explanations, if necessary. Transfer from self to self to effect severance

Sworn/affirmed before me in the Town of Renfrew  
Province of Ontario

Marion Miller Blackburn  
Marion Miller Blackburn  
Signature(s)

this 6 day of July, 2012

Carol Ann Varrin  
A Commissioner for taking Affidavits, etc.  
Carol Ann Varrin, a Commissioner, etc.,  
County of Renfrew, for McNab, Stewart & Prince,  
Barristers and Solicitors.  
Expires December 23, 2014.

Property Information Record

- Describe nature of instrument: Transfer/Deed of Land
- (i) Address of property being conveyed (if available) 146 Dragonfly Way, R.R.#2 Renfrew, ON K7V 3Z5  
(ii) Assessment Roll No. (if available) 47 42 042 030 19500 0000
- Mailing address(es) for future Notices of Assessment under the Assessment Act for property being conveyed 24 Ming Crt., R.R.#2, Carp, ON K0A 1L0
- (i) Registration number for last conveyance of property being conveyed (if available) R125397  
(ii) Legal description of property conveyed. Same as in D (i) above.  Yes  No  Not known
- Name(s) and address(es) of each transferee's solicitor: McNab, Stewart & Prince  
117 Raglan St. South, Renfrew, Ontario, K7V 1P8

**For Land Registry Office Use Only**

Registration No. \_\_\_\_\_

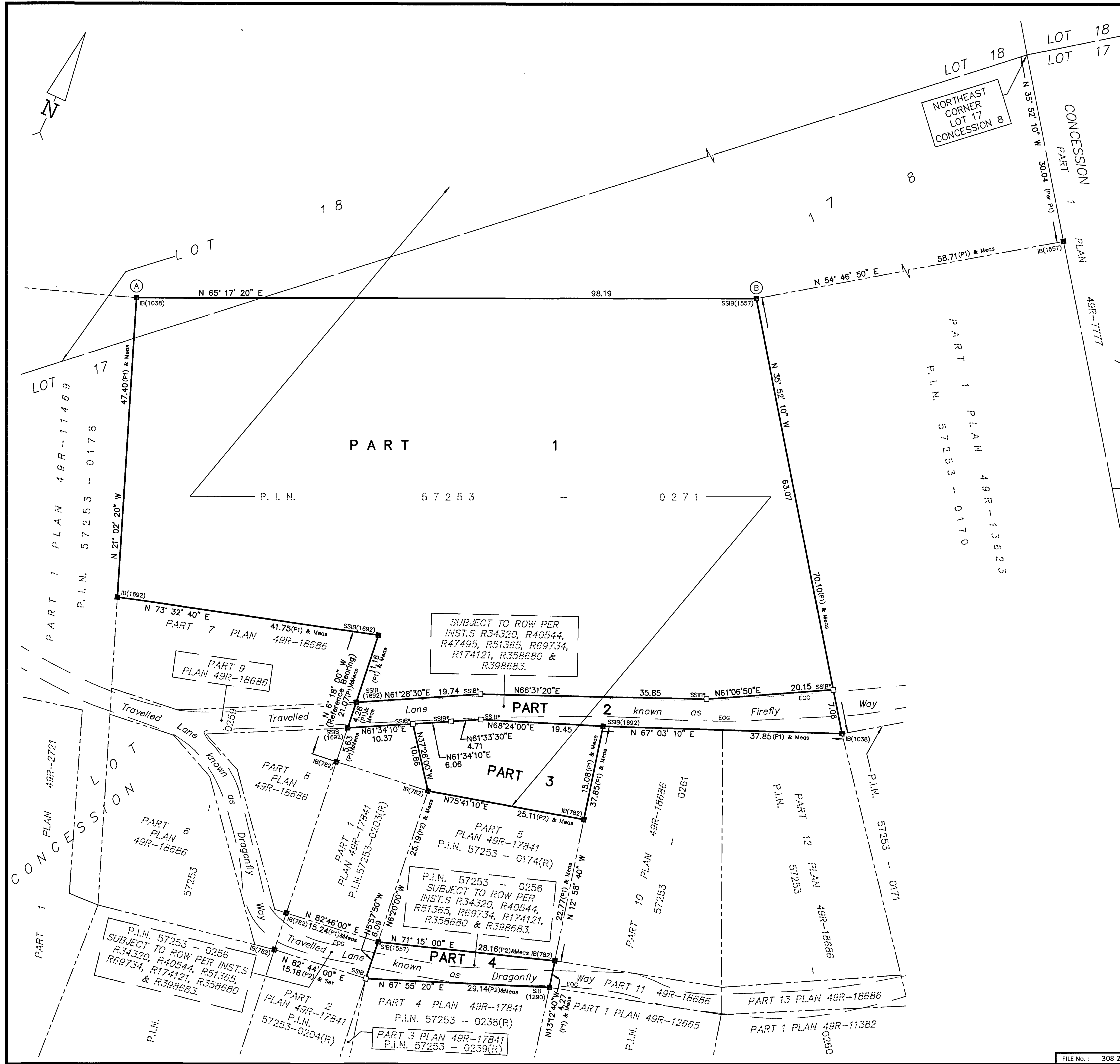
Registration Date (Year/Month/Day) \_\_\_\_\_

Land Registry Office No. \_\_\_\_\_

School Support (Voluntary Election) (See reverse for explanation)

- |   |                          |                          |
|---|--------------------------|--------------------------|
| (a) Are all individual transferees Roman Catholic?  | Yes                      | No                       |
| (b) If Yes, do all individual transferees wish to be Roman Catholic Separate School Supporters?                 | <input type="checkbox"/> | <input type="checkbox"/> |
| (c) Do all individual transferees have French Language Education Rights?  | <input type="checkbox"/> | <input type="checkbox"/> |
| (d) If Yes, do all individual transferees wish to support the French Language School Board (where established)? | <input type="checkbox"/> | <input type="checkbox"/> |

Note: As to (c) and (d) the land being transferred will receive French Public School Board Election unless otherwise directed in (a) and (b).



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.  
 DATE: Feb. 3/25

PLAN 49R-20877  
 RECEIVED AND DEPOSITED  
 DATE: February 05, 2025

*D.P.R.*  
 DANIEL ROBINSON  
 ONTARIO LAND SURVEYOR

*[Signature]*  
 REPRESENTATIVE FOR LAND REGISTRAR  
 FOR THE LAND TITLES DIVISION OF  
 RENFREW NO. 49.

SCHEDULE				
PART	LOT	CONCESSION	PIN	AREA (Sq.m.)
1	PART OF 17 & 18	8	PART OF 57253 - 0271	6182.7
2	PART OF 17			365.1
3				361.0
4				PART OF 57253 - 0256

PART 2 IS SUBJECT TO RIGHT-OF-WAY PER INST. R34320, R40544, R47495, R51365, R69734, R174121, R358680 & R398683.  
 PART 4 IS SUBJECT TO RIGHT-OF-WAY PER INST. R34320, R40544, R51365, R69734, R174121, R358680 & R398683.

PLAN OF SURVEY OF  
**PART OF LOTS 17 & 18**  
**CONCESSION 8**  
 GEOGRAPHIC TOWNSHIP OF ADMASTON  
 NOW TOWNSHIP OF ADMASTON/BROMLEY  
 COUNTY OF RENFREW  
*FARLEY, SMITH & DENIS SURVEYING LTD. 2025*

Scale 1: 400

**Metric Note**  
 Distances and/or coordinates on this plan are in metres and can be converted to feet by dividing by 0.3048.

**Distance Note**  
 Distances shown on this plan are ground distances and can be converted to grid distances by multiplying by the combined scale factor of 0.999877.

**Bearing Note**  
 Bearings hereon are UTM grid bearings, derived from the Can-Net Real Time Network and are referred to the Central Meridian of UTM Zone 18 (75° West Longitude) Nad-83 (CSRS) (2010).

For bearing comparisons, a rotation of 0°02'20" counter-clockwise was applied to bearings on P2.

CO-ORDINATES WERE DERIVED FROM CAN-NET REAL TIME NETWORK OBSERVATIONS, UTM ZONE 18, (CSRS) (2010).

POINT ID	NORTHING	EASTING
(A)	5034190.32	355652.82
(B)	5034231.36	355742.01

CO-ORDINATES ARE UTM ZONE 18, (CSRS) (2010), TO ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

**Surveyor's Certificate**

I certify that:

- This survey and plan are correct and in accordance with the Surveys Act, the Surveyors Act and the Land Titles Act and the Regulations made under them.
- The survey was completed on the 4th day of November, 2024.

Feb 3/25  
 Date

*[Signature]*  
 Daniel Robinson  
 Ontario Land Surveyor

This plan of survey relates to AOLS Plan Submission Form Number V-90839

**Notes & Legend**

- Denotes Survey Monument Planted (P1) " Plan 49R-18686
- " Survey Monument Found (P2) " Plan 49R-17841
- SIB " Standard Iron Bar ROW " Right-Of-Way
- SSIB " Short Standard Iron Bar EOG " Edge of Gravel
- SSIB\* " Short Standard Iron Bar(0.3m Long)
- IB " Iron Bar
- Meas " Measured

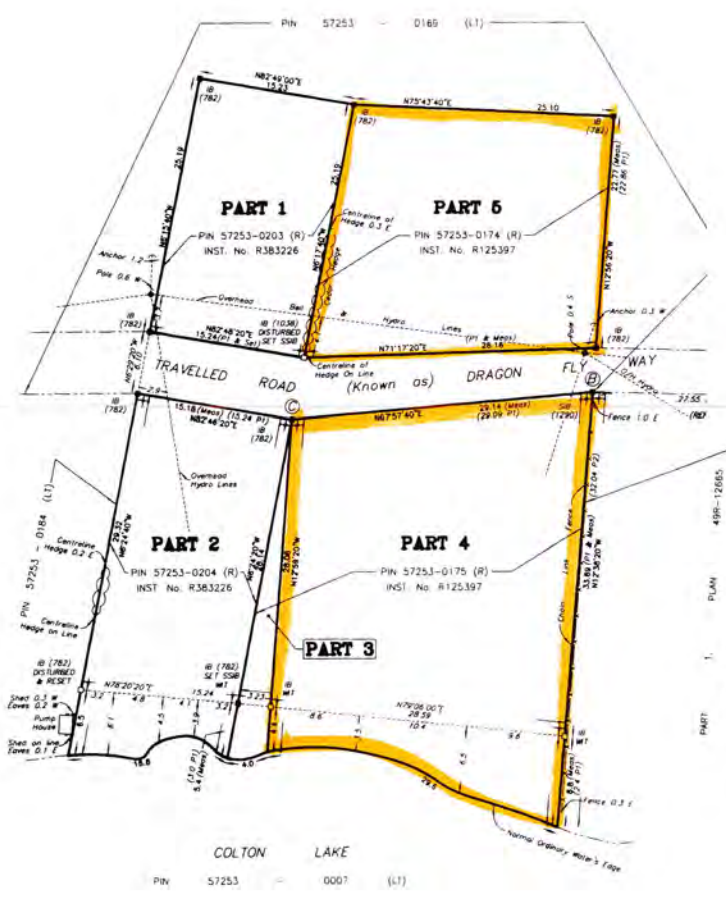
**FARLEY, SMITH & DENIS SURVEYING LTD.**

ONTARIO LAND SURVEYORS  
 CANADA LAND SURVEYORS

Unit 275, 30 COLONNADE ROAD, OTTAWA, ONTARIO K2E 7J6  
 TEL. (613) 727-8226 E-mail: info@fstdsurveys.ca

RPLAN 18x24

FILE No.: 308-24



Marion Miller Blackburn obtained severance consent for Part 4 and 5 49R17841 on Aug 17, 2012. These severance Transfers contained the Restrictive Covenants. At this time, the PINs were 57252-0174 (R) and 57253-0175 (R)



REGISTRY SCHEDULE				
PART	LOT	CONCESSION	PIN / INST. No.	AREA (HA)
1			M 57253-0203 (R) INST. No. R383226	0.038
2			M 57253-0204 (R) INST. No. R383226	0.044
3	17	8	M 57253-0174 (R) INST. No. R125397	0.006
4			M 57253-0175 (R) INST. No. R125397	0.004
5			M 57253-0174 (R) INST. No. R125397	0.003

PART 1 ON THIS PLAN IS ALL OF PIN 57253-0203 (R)  
 PART 2 ON THIS PLAN IS ALL OF PIN 57253-0204 (R)  
 PARTS 3 AND 4 ON THIS PLAN ARE ALL OF PIN 57253-0175 (R)  
 PART 5 ON THIS PLAN IS ALL OF PIN 57253-0174 (R)

PLAN 49R - 17841  
 RECEIVED AND DEPOSITED  
 (date) June 7, 2012  
*Adam Kasprzak*  
 Representative for LAND REGISTRAR FOR THE REGISTRY  
 DIVISION OF RENFREW (No. 49)

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE  
 REGISTRY ACT  
 DATE: JUNE 6, 2012  
*Adam Kasprzak*  
 ADAM KASPRZAK

PLAN OF SURVEY  
 OF PART OF  
**LOT 17**  
**CONCESSION 8**  
 GEOGRAPHIC TOWNSHIP OF ADMASTON  
 TOWNSHIP OF ADMASTON/BROMLEY  
 COUNTY OF RENFREW  
 SCALE 1 : 250  
 ADAM KASPRZAK SURVEYING LTD.

**BEARING NOTE:**  
 BEARINGS ARE UTM GRID, DERIVED FROM SIMULTANEOUS GPS  
 OBSERVATIONS ON MONUMENTS A AND B, SHOWN HEREIN, HAVING A  
 GRID BEARING OF N04°18'00"E, ANGLES AND ARE REFERRED TO THE  
 CENTRAL MERIDIAN OF UTM ZONE 18, 75° WEST  
 ASTRONOMIC BEARINGS CAN BE CALCULATED BY ROTATING THE  
 GRID BEARINGS COUNTER CLOCKWISE +53°43'46" REFERRED TO  
 PLAN 49R-12665.

**DISTANCE NOTE:**  
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES  
 AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**DISTANCE NOTE:**  
 DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND  
 CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A  
 CORRECTED SCALE FACTOR OF 0.99989

**NOTE:**  
 SSB PLANTED DUE TO INSUFFICIENT OVERBURDEN.

**NOTE:**  
 LINES TO THE WATER'S EDGE ARE PERPENDICULAR TO THEIR  
 RESPECTIVE TRANSVERSE LINES UNLESS OTHERWISE NOTED.

**INTEGRATION DATA:**

COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING THE  
 PRECISE POINT POSITIONING (PPP) SERVICE AND ARE REFERRED  
 TO UTM ZONE 18 (75° WEST) NORTH (CSRS) (1997)

POINT ID	NORTHING	EASTING
A	5 034 126 122	350 394 274
B	5 034 118 666	350 757 748
C	5 034 107 731	350 730 736

COORDINATE VALUES ARE TO RURAL ACCURACY PER  
 SEC. 14 (2) OF O. REG. 218/10 AND CANNOT, IN  
 THEMSELVES, BE USED TO RE-ESTABLISH CORNERS  
 OR BOUNDARIES SHOWN ON THIS PLAN.

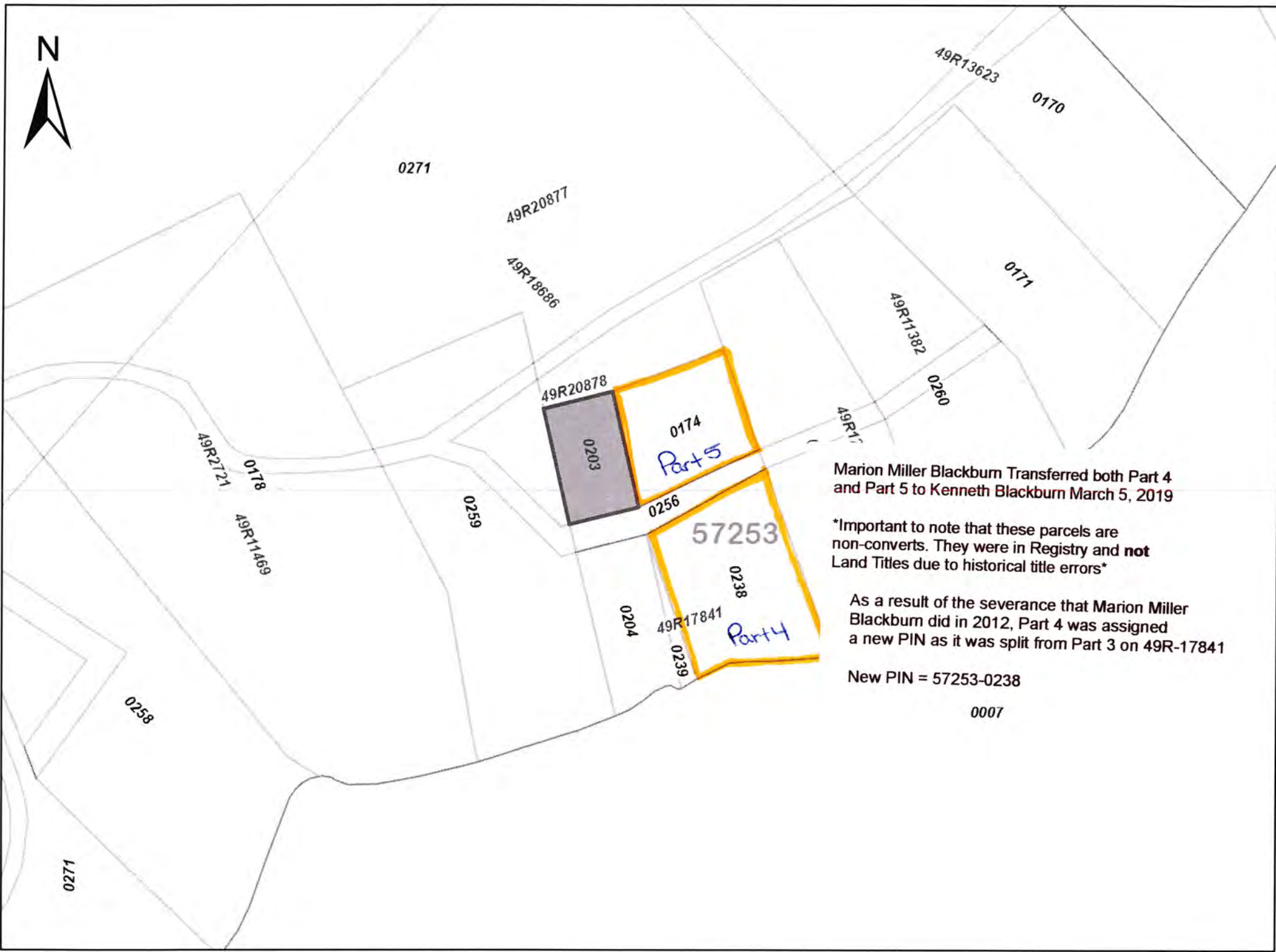
**SURVEYOR'S CERTIFICATE**  
 I CERTIFY THAT:  
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE  
 WITH THE SURVEY ACT, THE SURVEYORS ACT, THE REGISTRY  
 ACT AND THE REGULATIONS MADE UNDER THEM.  
 2. THE SURVEY WAS COMPLETED ON MAY 14th, 2012.  
 DATE: JUNE 6, 2012  
*Adam Kasprzak*  
 ADAM KASPRZAK  
 ONTARIO LAND SURVEYOR

**LEGEND** (if Applicable)

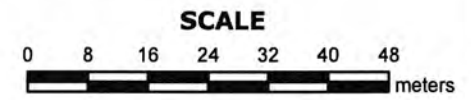
IB	IRON BAR
SB	STANDARD IRON BAR
SSB	SHORT STANDARD IRON BAR
M	MONUMENT FOUND
MS	MONUMENT SET
CP	CONCRETE PIN
WT	WITNESS
(782)	A. C. BOURNE, O.L.S.
(1290)	ALAN J. SIMPSON, O.L.S.
(1290)	D. W. PATTERSON, O.L.S.
(PI)	SKETCH BY ALAN J. SIMPSON, O.L.S., DATED APRIL 28, 1972, ON FILE IN THIS OFFICE.
(P2)	PLAN 49R-12665
(P3)	PLAN 49R-12623

**AK ADAM KASPRZAK SURVEYING LTD.**  
 ONTARIO LAND SURVEYORS  
 10 ARGYLE ST. E., P.O. BOX 600  
 RENFREW, ONTARIO K0V 4E7  
 PHONE (800) 432-3048

SCALE: 1 : 250 REF: 12-2039 I  
 FILE No.



PRINTED ON 06 MAR, 2025 AT 13:57:17  
FOR AMANDA01



## PROPERTY INDEX MAP

RENFREW(No. 49)

### LEGEND

- FREEHOLD PROPERTY
- LEASEHOLD PROPERTY
- LIMITED INTEREST PROPERTY
- CONDOMINIUM PROPERTY
- RETIRED PIN (MAP UPDATE PENDING)
- PROPERTY NUMBER 0449
- BLOCK NUMBER 08050
- GEOGRAPHIC FABRIC
- EASEMENT

**THIS IS NOT A PLAN OF SURVEY**

### NOTES

- REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS**
- THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY
- FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS
- ONLY MAJOR EASEMENTS ARE SHOWN
- REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED

Marion Miller Blackburn Transferred both Part 4 and Part 5 to Kenneth Blackburn March 5, 2019

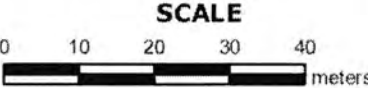
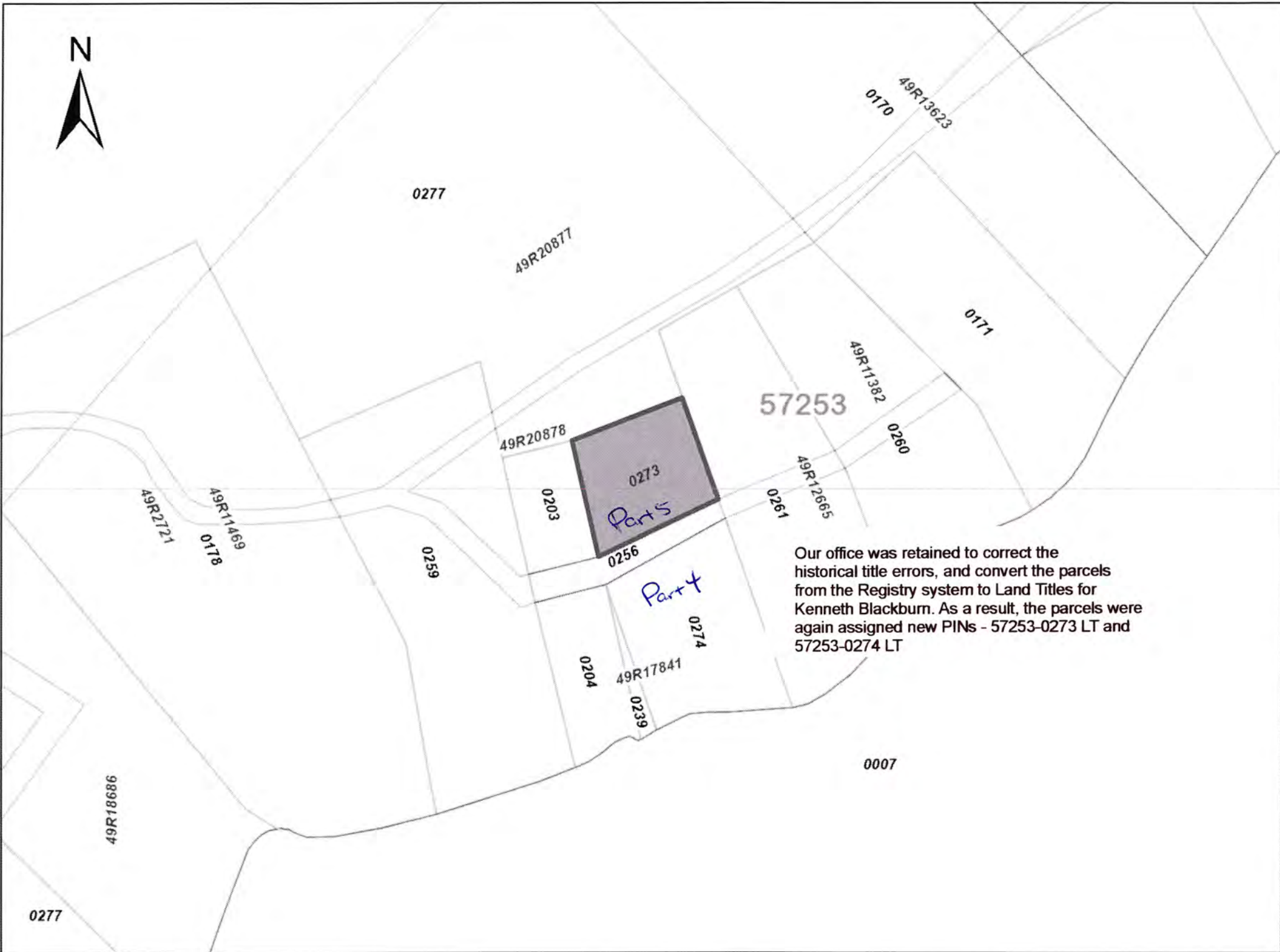
\*Important to note that these parcels are non-converts. They were in Registry and not Land Titles due to historical title errors\*

As a result of the severance that Marion Miller Blackburn did in 2012, Part 4 was assigned a new PIN as it was split from Part 3 on 49R-17841

New PIN = 57253-0238

0007





**PROPERTY INDEX MAP**  
RENFREW(No. 49)

**LEGEND**

FREEHOLD PROPERTY	
LEASEHOLD PROPERTY	
LIMITED INTEREST PROPERTY	
CONDOMINIUM PROPERTY	
RETIRED PIN (MAP UPDATE PENDING)	
PROPERTY NUMBER	0449
BLOCK NUMBER	08050
GEOGRAPHIC FABRIC	
EASEMENT	

**THIS IS NOT A PLAN OF SURVEY**

**NOTES**

**REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS**

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

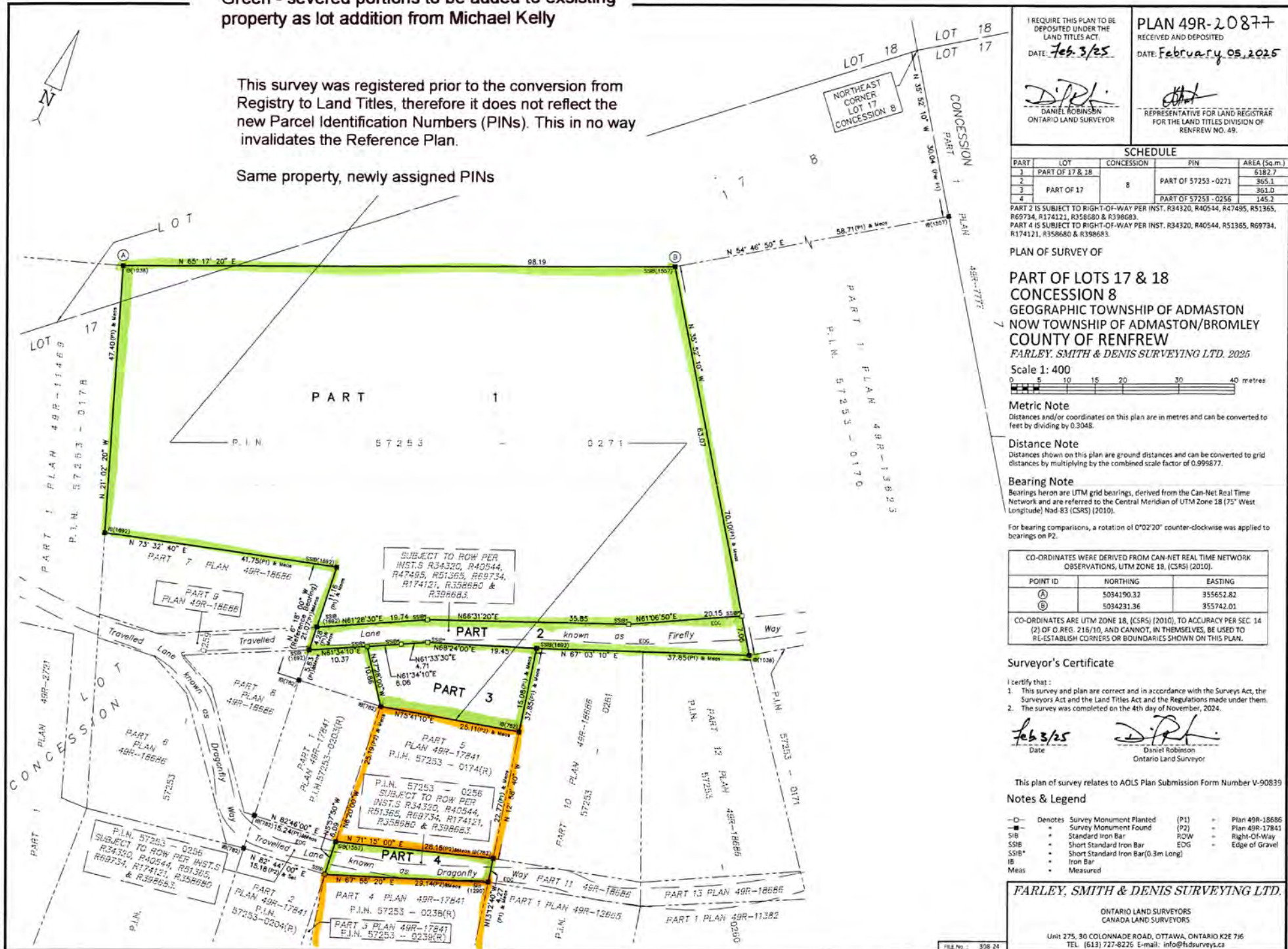
REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED



Orange - existing property  
 Green - severed portions to be added to existing property as lot addition from Michael Kelly

This survey was registered prior to the conversion from Registry to Land Titles, therefore it does not reflect the new Parcel Identification Numbers (PINs). This in no way invalidates the Reference Plan.

Same property, newly assigned PINs



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.  
 DATE: Feb 3/25  
 Daniel Robinson  
 ONTARIO LAND SURVEYOR

PLAN 49R-20877  
 RECEIVED AND DEPOSITED  
 DATE: February 05, 2025  
 REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RENFREW NO. 49.

SCHEDULE

PART	LOT	CONCESSION	PIN	AREA (Sq. m.)
1	PART OF 17 & 28		PART OF 57253 - 0271	6182.7
2		8		365.1
3	PART OF 17		PART OF 57253 - 0256	361.0
4			PART OF 57253 - 0256	145.2

PART 2 IS SUBJECT TO RIGHT-OF-WAY PER INST. R34320, R40544, R47495, R51365, R69734, R174121, R358680 & R398683.  
 PART 4 IS SUBJECT TO RIGHT-OF-WAY PER INST. R34320, R40544, R51365, R69734, R174121, R358680 & R398683.

PLAN OF SURVEY OF  
 PART OF LOTS 17 & 18  
 CONCESSION 8  
 GEOGRAPHIC TOWNSHIP OF ADMASTON  
 NOW TOWNSHIP OF ADMASTON/BROMLEY  
 COUNTY OF RENFREW  
 FARLEY, SMITH & DENIS SURVEYING LTD. 2025  
 Scale 1: 400  
 0 5 10 15 20 30 40 metres

**Metric Note**  
 Distances and/or coordinates on this plan are in metres and can be converted to feet by dividing by 0.3048.

**Distance Note**  
 Distances shown on this plan are ground distances and can be converted to grid distances by multiplying by the combined scale factor of 0.999877.

**Bearing Note**  
 Bearings hereon are UTM grid bearings, derived from the Can-Net Real Time Network and are referred to the Central Meridian of UTM Zone 18 (75° West Longitude) Nad-83 (CSRS) (2010).

For bearing comparisons, a rotation of 0°02'20" counter-clockwise was applied to bearings on P2.

CO-ORDINATES WERE DERIVED FROM CAN-NET REAL TIME NETWORK OBSERVATIONS, UTM ZONE 18, (CSRS) (2010).

POINT ID	NORTHING	EASTING
(A)	5034190.32	355652.82
(B)	5034231.36	355742.01

CO-ORDINATES ARE UTM ZONE 18, (CSRS) (2010), TO ACCURACY PER SEC 14 (2) OF O. REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

**Surveyor's Certificate**

I certify that:  
 1. This survey and plan are correct and in accordance with the Surveys Act, the Surveyors Act and the Land Titles Act and the Regulations made under them.  
 2. The survey was completed on the 4th day of November, 2024.

Feb 3/25  
 Daniel Robinson  
 Ontario Land Surveyor

This plan of survey relates to AGLS Plan Submission Form Number V-90839

**Notes & Legend**

- Denotes Survey Monument Planted (P1) - Plan 49R-18686
- Denotes Survey Monument Found (P2) - Plan 49R-17841
- SIB Standard Iron Bar ROW - Right-Of-Way
- SSIB Short Standard Iron Bar EDG - Edge of Gravel
- SSB\* Short Standard Iron Bar (0.3m Long)
- IB Iron Bar
- Meas Measured

FARLEY, SMITH & DENIS SURVEYING LTD.  
 ONTARIO LAND SURVEYORS  
 CANADA LAND SURVEYORS  
 Unit 275, 30 COLONNADE ROAD, OTTAWA, ONTARIO K2E 7J6  
 TEL (613) 727-8226 E-mail: info@fidsurveys.ca

PLAN 18x24

FILE No. 308 24

**Township of Admaston/Bromley**

**477 Stone Road, R.R. #2**

**Renfrew, ON**

**K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: April 2, 2026  
To: Council  
From: Jennifer Charkavi  
Re: Consent Application B08/26

---

**Background:**

The owner is proposing to sever 5 hectares of land with no road frontage. The lands to be enlarged are 3.70 hectares in area with no road frontage. The final retained lands will be 30.60 hectares in area with 50 metres of road frontage. The lands are all vacant. This application is for a lot addition and will not create a new lot. The severed and retained lands will be of suitable size for their intended use. The proposed lot addition complies with the Zoning By-Law.

As the enlarged lands do not have frontage on a municipal road, a dwelling would not be permitted in accordance with Section 3.14.1 of the Zoning By-law, and the exception zone can remain in place. Should the enlarged lands be further consolidated with Parcels D and F, the resulting parcel would also be split zoned Agriculture (A) and A-E27. In this circumstance, a dwelling would be permitted on the portion of the lands zoned Agriculture (A), in accordance with the provisions of the Zoning By-law.

A letter of objection was received from neighbouring property owners. The concerns were primarily related to a zoning by-law amendment, and future development matters. This application is for a lot addition and does not propose rezoning or development at this time.

Ministry of Transportation (MTO) had general comments on the application.

Standard lot consolidated conditions will be a condition of consent as well as a registered plan of survey.

**Financial Implications:**

None at this time.

**People Consulted:**

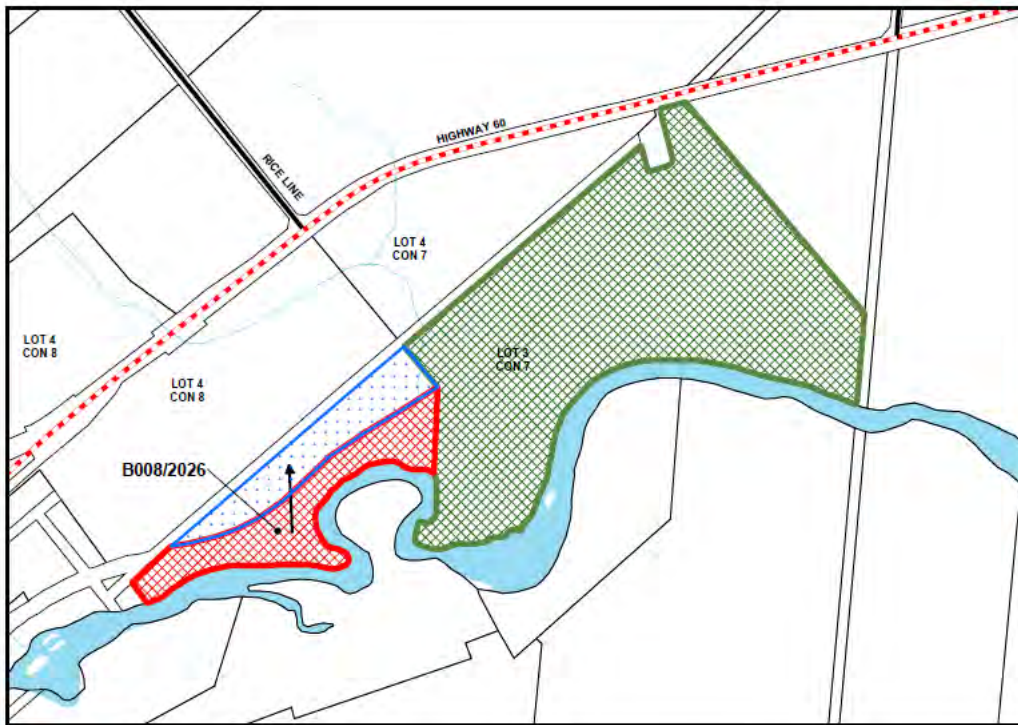
County of Renfrew – Development and Property Department  
Chief Building Official  
Public Works Superintendent  
Drainage Superintendent

**Recommendation for Council:**

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B08/26 submitted by applicant Donohue, agent Simon Kasprzak, Part Lot 3, Concession 7 & 8, Hwy 60, so long as requirements of commenting agencies are satisfied.

PART A - BACKGROUND

1. FILE NO.: B08/26
2. APPLICANT: Michael Joseph Donohue  
Agent: Simon Kasprzak (Adam Kasprzak Surveying Ltd.)
3. MUNICIPALITY: Township of Admaston/Bromley  
(Geographic Township of Bromley)
4. LOT: Part Lot 3    CON.: 7 & 8    STREET: Highway 60
5. PURPOSE: Lot addition to abutting property
6. DESCRIPTION OF APPLICATION: The owner is proposing to sever 5 hectares of land with no road frontage. The lands to be enlarged are 3.70 hectares in area with no road frontage. The final retained lands will be 30.60 hectares in area with 50 metres of road frontage. The lands are all vacant.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	50 m	35.6 Ha	None
Severed	0 m	5.00 Ha	None
Lot to be enlarged	0 m	3.70 Ha	None
Retained	50.00 m	30.60 Ha	None

8. SEVERANCE HISTORY

Number of new lots from original holding (1971) 1 previous severance: B038/14

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Agriculture

Lot to be Enlarged Agriculture

Retained Agriculture

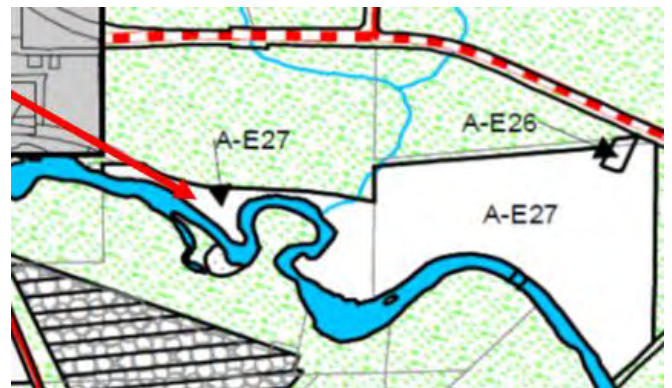


10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY  
(2004-13) Zone(s):

Severed Agriculture (A)  
Agriculture-Exception  
E-Twenty-Seven (A-E27)

Lot to be Enlarged Agriculture (A)

Retained Agriculture (A)  
Agriculture-Exception  
E-Twenty-Seven (A-E27)



## Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	0 m	45 m	5.00 Ha	20 ha
Total, if Lot Addition	0 m	45 m	8.70 Ha	20 ha
Retained	50.00 m	45 m	30.60 Ha	20 ha

PART B – COMMENTS1. PROVINCIAL PLANNING STATEMENT and MUNICIPAL PLAN REVIEW DATAPolicies Considered:

- 4.3.2 Agriculture – permitted uses
- 4.3.3 Lot Creation and Lot Adjustments

2. OFFICIAL PLANPolicies Considered:

- 6.3(1) Permitted uses in the Agriculture designation
- 13.3(1) Frontage on a Provincial Highway
- 14.3(1) Consent conformity
- 14.3(14) Lot Addition

3. ZONING BY-LAWProvisions Considered:

- 22.1 Permitted Uses in the Agriculture (A) Zone.
- 22.3(z) Agriculture Exception Zone Twenty Six (A-E26)
- 22.3(aa) Agriculture Exception Zone Twenty Seven (A-E27)

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of Admaston/Bromley - Favourable comments were received from the Township.  
- All new septic and buildings to comply with OBC standards/requirements, and municipal By-Laws.

Ministry of Transportation The Ministry of Transportation can support the proposed lot addition.

The Ministry offers the following comments:

- The proponent should be advised that MTO approvals and/or permits will be required for any development, signs, or alterations within the appropriate Zone of Control as described in the PTHIA.
- The access to the lots will require a Highway Corridor Management permit under the following circumstances:
  1. New entrance to a Provincial Highway, including temporary access connections.
  2. Change in location or use of an existing entrance to a Provincial Highway.
  3. Change in location or use of an existing entrance to a **public road within the Ministry's permit control area.**
  4. **Change in land use within the Ministry's permit control area.**
  5. Intensification of the use of the entrance/increased traffic requiring alterations.
  6. Change in property ownership.
  7. Paving an existing gravel entrance.

- **The MTO** requires setbacks from the MTO highway property line for all structures above and below ground per the Highway Corridor Management Manual. This includes, but not limited to, internal roads, stormwater management, ponds, fire routes, required parking, parking for events, wells, etc.

- **The Ministry advises** that these are the **Ministry's** official comments.

- **Please note that** the Ministry reserves the right to modify and expand on these preliminary comments as further information is submitted to MTO for review.

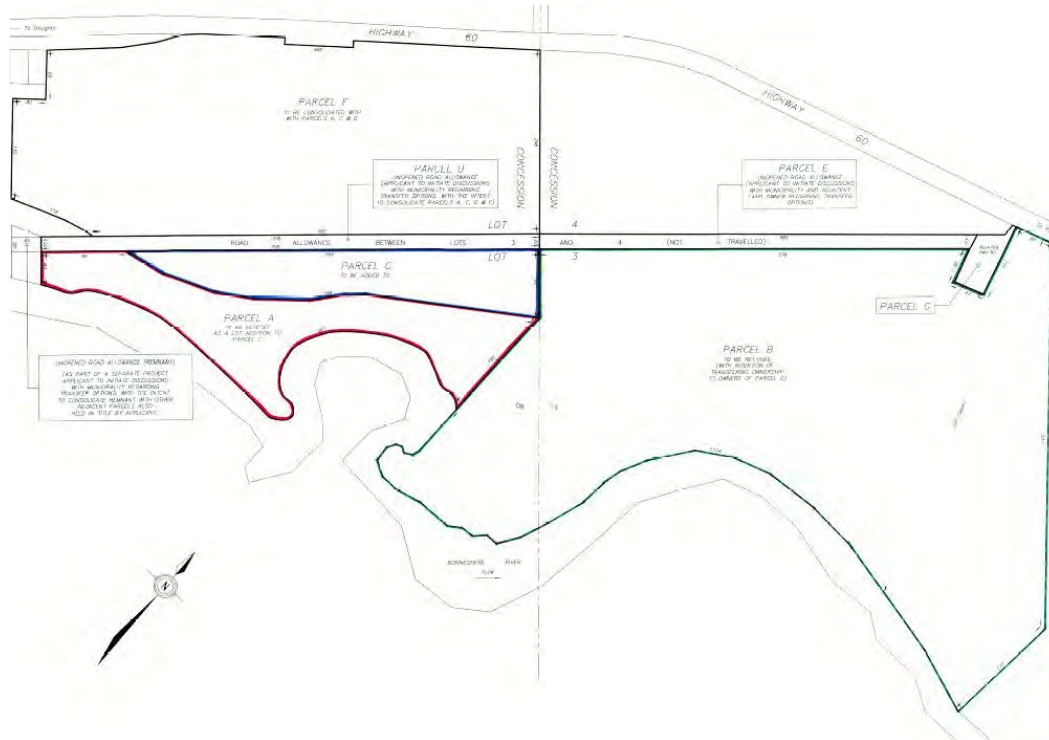
MTO, as an agent of the Crown, will not issue an approval that will contravene another regulatory **agency's statutory** mandate. Therefore, prior to issuing any approvals, MTO requires confirmation that the necessary approvals from the municipality and other regulatory agencies have been granted, approvals in principle have been provided or no approvals are required.

## 6. GENERAL PLANNING COMMENTS

The Provincial Planning Statement (PPS) discourages lot creation in prime agricultural areas. Section 4.3.3.2 of the PPS states that lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons* which include minor boundary adjustments that do not result in the creation of a new lot. This application is for a lot addition and will not create a new lot.

The owner is proposing to sever Parcel A (shown in red) and add it to Parcel C (shown in blue). Parcel D is the unopened road allowance between Lots 3 & 4, Concession 8. It is the intent of the applicant to discuss with the municipality regarding transfer options, with the final intent being to close the road allowance and consolidate with adjacent parcels held in title by the applicant. The applicant has indicated that the final lot, if approved, would be a consolidation of Parcels A, C, D & F.

Parcel B (shown in green) is the retained lands which may be transferred to the owners of Parcel G.



Section 14.3(14) of the Official Plan states that consents may be granted for lot additions provided the lot to be added to, together with the lot addition, or any retained parcels of land, are not undersized or irregularly shaped for the purpose for which they are to be used. As a result of the lot addition, the enlarged lot will increase in size from 3.7 hectares to 8.7 hectares. The retained lands will be 30 hectares in area and will continue to be used for agriculture. The severed and retained lands will be of suitable size for their intended uses.

### *Zoning By-law*

The severed and retained lands are zoned Agriculture – Exception Twenty-Seven (A-E27) which prohibits residential uses. As a result of the proposed lot addition, the enlarged lot will be split zoned Agriculture (A) and A-E27. As the enlarged lands do not have frontage on a municipal road, a dwelling would not be permitted in accordance with Section 3.14.1 of the Zoning By-law, and the exception zone can remain in place.

Should the enlarged lands be further consolidated with Parcels D and F, the resulting parcel would also be split zoned Agriculture (A) and A-E27. In this circumstance, a dwelling would be permitted on the portion of the lands zoned Agriculture (A), in accordance with the provisions of the Zoning By-law.

In the Agriculture Zone, the minimum lot area requirement is 20 hectares and the minimum lot frontage requirement is 45 metres. The retained lands meet the lot area and lot frontage requirements. The enlarged lands do not currently meet the lot area or lot frontage requirements; however Section 3.16.4 of the Zoning By-law states that nothing in the by-law shall prevent an undersized lot from being enlarged even if the enlargement does not result in a lot that meets the minimum lot frontage and/or lot area requirements provided that:

- (a) where the development is on private services, the lot is of an adequate size for water supply and sewage disposal systems approved by the Ministry of the Environment and/or its agents; and
- (b) where the development is on private services, the enlargement, reconstruction, repair or renovation satisfies the requirements of the applicable approval authority for the subject private services;
- (c) an undersized lot is not reduced further in size or created as a result of the proposed development; and
- (d) all other applicable provisions of this By-law are complied with.

The proposed lot addition complies with Section 3.16.4 and is considered appropriate.

#### *Roads*

The retained lands have frontage on Highway 60. Section 13.3(1) of the Official Plan requires consultation with the Ministry of Transportation (MTO) who indicated they supported the application. It is recommended that the Applicant review the detailed comments provided by the Ministry of Transportation.

#### *Objection*

A letter of objection was received from neighbouring property owners. The concerns were primarily related to a zoning by-law amendment, and future development matters. This application is for a lot addition and does not propose rezoning or development at this time.

## 7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted.
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not.
- (c) The proposal may be acceptable when the following matters are addressed and resolved:
- (d) Conditions to the giving of consent should be considered for the following:
  - Registered Plan of Survey:
  - Zoning By-law Amendment:

- Minor Variance:
- Private Road Agreement:
- Development Agreement:
- Site Plan Control Agreement:
- Notice on Title:
- Shoreline Road Allowance Closure / Acquisition:
- Other: Standard Lot Consolidation conditions

(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

Date: March 30, 2026

Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP  
Senior Planner

OCT/2024

**Township of Admaston/Bromley**

**477 Stone Road, R.R. #2**

**Renfrew, ON**

**K7V 3Z5**

**E-Mail Address – [info@admastonbromley.com](mailto:info@admastonbromley.com)**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: April 2, 2026  
To: Council  
From: Jennifer Charkavi  
Re: Economic Development Advertising Initiative

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**Discussion:**

Staff have been contacted by Craig Baird, who has a podcast and YouTube videos about Canadian History. The show is called Canadian History Ehx. The author, Craig Baird, is a Canadian history enthusiast. His podcast centres in on unique historical events/people in Canada.

In 2025 he did a trip around Western Canada and created videos about unique places to stop and visit and tied his love of Canadian History into them.

He is now planning a trip around Eastern Ontario, Ottawa Valley, and would like to do a video on Admaston/Bromley. The cost for a video is \$500. The video is then segmented into shorter videos for social media reels, like Instagram, Facebook & TikTok. There is no staff time involved as he does his own research and tells the story that he feels will appeal to the Podcast's listeners.

His method is to not travel the beaten path, so this is perfect for Admaston/Bromley. This is a very unique opportunity to have a video done to help encourage tourism in our community. His podcasts have about 7300 followers.

For more information on the podcasts please visit <https://canadaehx.com/> .

A few videos from the Western Canada Tour visit:

<https://youtu.be/-EjTXLNmMiU>  
<https://youtu.be/GoRUDnDugOw>  
<https://youtu.be/mJXNRsNjviE>

The video below is more along the lines of what is proposed for Admaston/Bromley:

<https://youtu.be/s7lhnBubFVc>

This is a unique opportunity for the Township at an affordable price.

**Financial Implications:**

Funds were allocated to advertising for Economic Development & Tourism initiatives, primarily Taste of the Valley.

**People Consulted:**

None.

**Recommendation for Council:**

BE IT RESOLVED that Admaston/Bromley Council approve the economic development & tourism initiative of a video through Canadian History Ehx at a cost of \$500 + HST.

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**REPORT**

Date: April 2<sup>nd</sup> 2026  
To: Council  
From: Steve Visinski  
Re: Surface Treatment Tender PW-2026-02

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**Background:**

Tender PW-2026-02 was posted on March 5<sup>th</sup>, 2026, with a closing date of March 19<sup>th</sup> at 2:30pm for the application of a Single Surface Treatment in various locations related to the Townships Preventative Maintenance Program as part of the Township's Capital Budget. The total single surfaces to be complete is for approximately 12.7 km. The locations are as follows, Opeongo Road 2.3 km, Pucker Street between Blackburn Road and Holmes Road 4.3 km, Foy Road from Culhane road to Campbell Line 1.8 km, and Pine Valley Road 4.3 km.

**Discussion:**

The Township received two very competitive tenders that are listed below. The total costs include the application of a single surface treatment for all roads listed above and traffic control.

A total of \$431,800.00 related to Preventative Maintenance Program was approved as part of the 2026 Capital Budget. This work was to be financed from a combination of taxation (\$50,000) and OCIF (\$381,800.00).

Based on the competitive pricing received through the tenders, staff anticipate a surplus to be recognized for this portion of the 2026 capital budget. In addition, based on this competitive pricing, there will be sufficient funds through OCIF to cover all projects. Therefore, staff are recommending to reallocate the \$50,000.00 budgeted for capital projects from taxation to the Sanding/Salting budget to help assist in rising costs of materials.

<b>Name</b>	<b>Unit Price m2</b>	<b>Total Excluding Tax</b>	<b>Road Name</b>	<b>Total Excluding Tax</b>
1 Miller Paving Ltd.	<b>\$4.11</b>	<b>\$68,774.01</b>	Opeongo Road	<b>\$375,791.04</b>
	<b>\$4.11</b>	<b>\$126,314.01</b>	Pucker Street	
	<b>\$4.11</b>	<b>\$54,389.01</b>	Foy Road	
	<b>\$4.11</b>	<b>\$126,314.01</b>	Pine Valley	
2 Greenwood Paving Ltd.	<b>\$3.69</b>	<b>\$62,109.00</b>	Opeongo Road	<b>\$342,641.00</b>
	<b>\$3.69</b>	<b>\$115,669.00</b>	Pucker Street	
	<b>\$3.69</b>	<b>\$49,194.00</b>	Foy Road	
	<b>\$3.69</b>	<b>\$115,669.00</b>	Pine Valley	

**Financial Implications:**

Tender prices fall within the capital budget amounts included in the 2026 budget that was adopted by Council.

**People Consulted:**

Jennifer E. Charkavi, CAO/Clerk  
Kelly Coughlin, Treasurer-Deputy CAO/Clerk

**Recommendation:**

BE IT RESOLVED THAT Council award Tender PW-2026-02 Surface Treatment – Various Locations for 2026 to Greenwood Paving Ltd. in the amount of \$348,671.48 inclusive of the non-refundable portion of the HST;

AND BE IT RESOVED THAT Council direct staff to reallocate \$50,000 financing from taxation from the Preventative Maintenance Program budget to the sand / salt material budget.

**Township of Admaston/Bromley**

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**REPORT**

Date: April 2<sup>nd</sup> 2026

To: Council

Re: Supply and Haul Granular 'M' Tender PW-2026-03

From: Steve Visinski

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**Background:**

Each year through the Public Works operating program the Township purchases granular materials to be applied on gravel roads known as the yearly gravel contract.

In May of 2025 staff brought to Council a report detailing the importance and need to increase the volume of granular materials purchased to help aid in the maintenance of gravel roads. Historically the Township purchased and applied 20,000 tonne of granular material annually. Due to budget pressures this tonnage had been cut back to 10,000 tonne and has remained at that level since then.

During the adoption of the 2026 budget Council agreed to raise the funding for the yearly gravel contract in hopes to acquire 15,000 tonne of material. This was expected to increase the volumes by 5000 tonne from the past 10,000 tonne. The Township issued tender PW-2026-03 for Supply and Haul of Granular 'M' on March 4<sup>th</sup>, 2026, with a closing date of March 19<sup>th</sup> at 2:00pm.

**Discussion:**

During the 2026 budget the yearly gravel contract was raised from past amounts to a total of \$200,000. Pricing received for tender PW-2026-03 Supply and Haul of Granular 'M' are as follows.

	<b>Name</b>	<b>Unit Price M Tonne</b>	<b>Total Amount Including Tax</b>
1	BR Fulton Construction	\$20.00	\$339,000.00
2	Cavanaugh Construction	\$17.25	\$292,387.50
3	Bonnechere Excavating	\$18.79	\$318,490.50

When tender PW-2026-03 was issued it was based on acquiring 15,000 tonne of material to be supplied and hauled. The tender includes a provision that the

volumes can be adjusted higher or lower by 20% without affecting the price or voiding the contract (which is 3000 tonne).

When the tender was prepared the total tonnage requested was based on the expectation that the township would be able to purchase upwards of 15,000 tonne within the \$200,000 budget allotted based on previous year pricing. However, based on the tender pricing received it is not possible to purchase the full 15,000 tonne without finding other sources of financing.

Based on the lowest tender pricing received and to purchase 15,000 tonne would cost approximately \$263,304 (inclusive of non-refundable HST) resulting in a funding shortfall of ~ \$65,000.

Staff continue to try and estimate as close as possible to represent what is actually required for the budget. Sometimes we are fortunate and receive very good pricing.

The Operations Committee considered the following options:

**Option 1.** Accept the tender as submitted, however, take advantage of the 20% volume reduction provision within the tender and reduce the amount of material to be purchased by 3,000 tonne. Total tonnage to be purchased - 12,000 tonne, By reducing the total volume purchased, the township would remain compliant with the tender contract however, the total cost of 12,000 tonne would still be over budget by ~\$10,000.

**Option 2:** Accept the tender as submitted and purchase the total amount of 15,000 tonne of material, creating a need for additional financing of ~\$65,000 to cover all costs.

**Option 3:** Assuming the township receives similar pricing and due to budget restrictions, the township could void the tender and reissue it for 10,000 tonne material remaining with past levels of materials purchased. It is important to note that this will reduce the amount of gravel purchased and continue to put the township behind in maintaining our gravel roads.

Staff recommend Option #1. Although the volume is reduced, it is still greater than what has been applied in the past. During the budget deliberations, Council identified the need to increase the budgeted amount for gravel due to maintenance needs / pressures.

If this option was chosen, staff recommend reallocating \$10,000 from the Culvert Replacement Program to offset funding shortfall.

### **Financial Implications:**

The 2026 Capital Budget included a provision of \$200,000 to purchase granular material under the Gravel Contract.

Based on current tender pricing received, the total tonnage purchased would need to be reduced to bring the total cost closer to budgeted amounts.

**People Consulted:**

Jennifer E. Charkavi, CAO/Clerk  
Kelly Coughlin, Treasurer-Deputy CAO/Clerk

**Recommendation:**

BE IT RESOLVED THAT Council award Tender PW-2026-03 to Supply and Haul Granular 'M' to Cavanaugh Construction with an upset limit of 12,000 tonne.

AND FURTHER THAT Council direct staff to reallocate \$10,000 financing from the Culvert Replacement Program to offset the funding shortfall.

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**REPORT**

Date: April 2<sup>nd</sup> 2026  
To: Council  
From: Steve Visinski  
Re: Supply, Haul & Stockpile Winter Sand Tender PW-2026-04

---

**Background:**

As Committee is aware the Municipality acquires winter sand products annually for the application on roadways during the winter season. Staff issued a request for tender for the Supply, Haul & Stockpile of Winter Sand on March 4<sup>th</sup>, 2026, and were received until 2:00pm Thursday March 19<sup>th</sup>.

**Discussion:**

In 2024 and 2025 the township built 2 new sand sheds. The new sheds are approximately twice the size of the old sand dome style buildings. This allows the Township to house all materials needed for the entire season without needing to replenish materials over the winter. The 2025/2026 winter season has proven to be a perfect example of how well the new buildings have worked housing all materials needed. Just under 9000 tonne of material was stockpiled in the fall of 2025. Currently there is approximately 500 tonne remaining between both locations.

There is \$150,000.00 allocated in the 2026 budget for purchasing both winter sand and salt. Staff anticipate a cost increase for salt in 2026 due to salt shortages, shipping costs (i.e. fuel costs). Historically, the township salt purchases have cost \$60,000 however, staff anticipate this cost to increase to approximately \$65,000. As a result, this would only leave \$85,000 for purchasing sand to remain within the 2026 sanding/salting materials budget of \$150,000.

Three suppliers submitted bids for PW-2026-04. Unfortunately, one tender was rejected due to incomplete tender package. The two remaining tender amounts are as follows.

<b>Name</b>	<b>Price per Tonne</b>	<b>Total Amount Including Tax</b>
1. McCrea Excavating Ltd.	\$19.50	\$198,315.00
2. BR Fulton Construction Ltd.	\$18.00	\$183,060.00

Based on the tender pricing received and the tonnage quoted ((9,000 tonne), the sand portion of the budget would cost \$164,851 (inclusive of non-refundable HST).

Staff do not feel comfortable lowering the volume of materials to be purchased as these materials are needed for winter operations.

### **Financial Implications:**

Taking the salt component of this budget line item into consideration, the township would require a total of \$~\$230,000 to purchase the amount of sand / salt required. The 2026 budget included a provision of \$150,000 for this material. Based on current pricing there will be a funding shortfall of \$80,000.

Staff previously identified savings under the Preventive Maintenance Program of \$50,000. Staff recommend reallocating these funds to the sanding/salting budget to help offset the funding shortfall. In addition, staff recommend withdrawing the remaining funds (\$30,000) from the Winter Contingency Reserve to fully fund this purchase.

### **People Consulted:**

Jennifer E. Charkavi, CAO/Clerk  
Kelly Coughlin, Treasurer-Deputy CAO/Clerk

### **Recommendation:**

BE IT RESOLVED THAT Council award tender number PW-2026-04 to Supply, Haul & Stockpile Winter sand for 2026 to BR Fulton Construction Ltd. At a price of \$18.00 per tonne.

AND FURTHER THAT Council withdraw \$30,000 from Winter Contingency Reserve to offset the funding shortfall for winter sand.

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**REPORT**

Date: April 2<sup>nd</sup> 2026  
To: Council  
From: Steve Visinski  
Re: Update on Waste Management ~ User Pay System

---

**Background:**

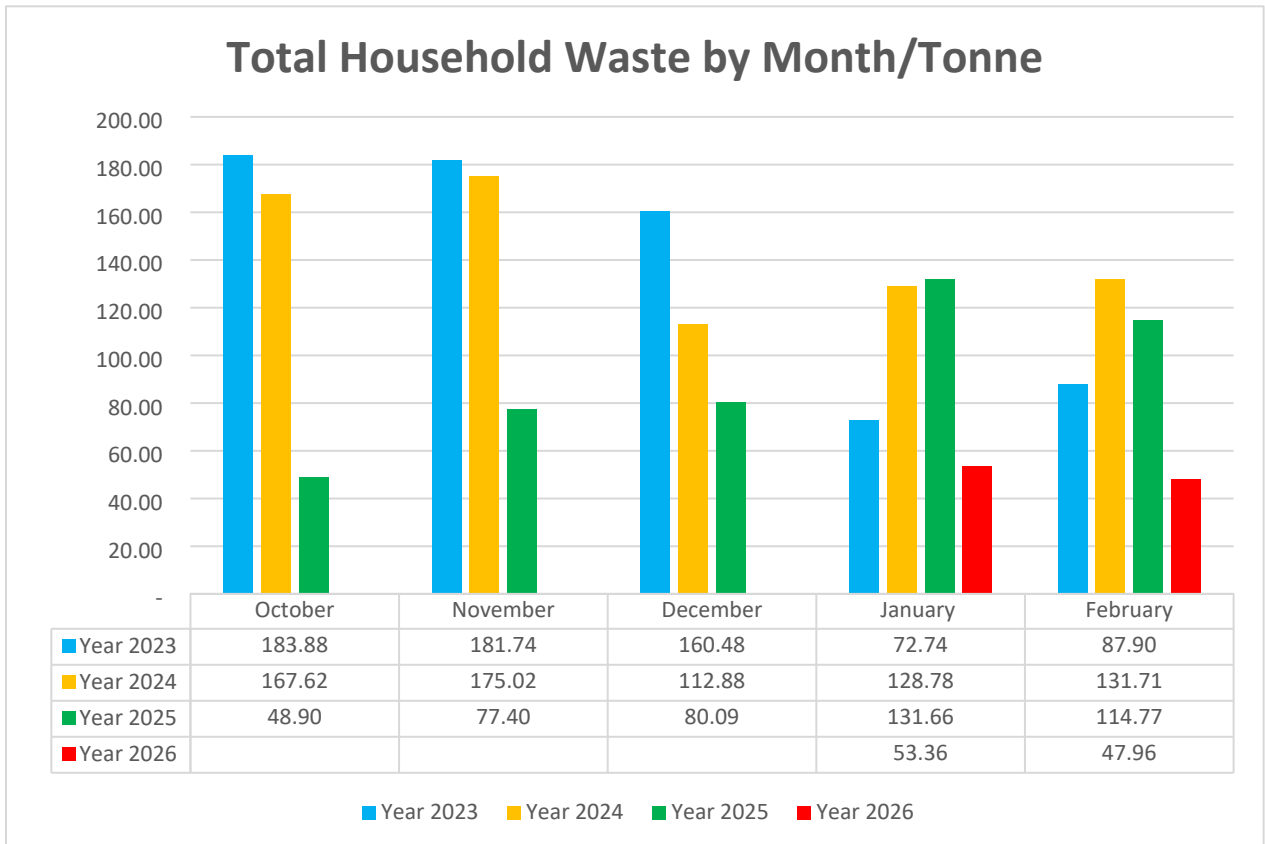
As Council is aware Admaston/Bromley Township has three locations that accept waste and recycling. The Stone Road Transfer Station, Douglas Transfer Station and the Osceola Landfill. During the summer of 2025 Council adopted a new User Pay System for waste disposal. This new system began on September 2<sup>nd</sup> 2025, requiring all bagged waste to be affixed with a bag tag sticker. As of January 1<sup>st</sup>, 2026, all bags were required to be in transparent bags and affixed with a bag tag sticker to help promote more recycling.

**Discussion:**

All waste that is hauled from the Stone Road transfer and the Douglas transfer sites are weighed before dumping at the Osceola Landfill. Osceola's waste is measured and then calculated into metric tonne volumes.

Staff have been monitoring the amount of waste being generated since the user pay system began and have continued to see some great changes for our landfill with the reduction of waste.

The chart below compares five months of waste weights. These five months were chosen as they reference new data since the user pay system began and compares them to previous years. Further reports will be brought forward as more data becomes available.



Durning the beginning of the new bag tag/user pay system Council chose to provide 36 courtesy bag tags to all residential dwellings. This estimation was based on using 2 bags per week per household and would allow enough bags to aid in the transition from September till December of 2025. There was no expiry date on the courtesy bag tags, however they are no longer being issued. If the tags were not used in 2025, they remain valid.

Below is a chart showing the sale of bag tags over the last 6 months.



**Financial Implications:**

None at this time. Staff will continue to collect data and provide quarterly updates to Council.

**People Consulted:**

CAO/Clerk Jennifer Charkavi  
Treasurer/Deputy CAO/Clerk Kelly Coughlin

**Recommendation:**

BE IT RESOLVED THAT Council receives this report as information.

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**REPORT**

Date: April 2<sup>nd</sup> 2026  
To: Council  
From: Jennifer Charkavi & Steve Visinski  
Re: Update on Waste Management ~ Waste Site Hours

---

**Background:**

As Committee is aware Admaston/Bromley Township made changes to waste management to find efficiencies, a couple of those changes affected the hours of the waste sites, the Stone Road Transfer Station received the most complaints.

Starting June 1, if no changes are made, the hours of the Stone Road Transfer Station will be reduced as the Sunday opening will be eliminated. There were complaints from residents, primarily seasonal residents, that the site should be open on Sunday as the Osceola Landfill is too far of a drive for those that are used to accessing the Stone Road Transfer Station.

Staff do feel that the Stone Road Transfer Station is very busy during the summer months and could be open on Sundays, during the summer only. The changes that were made, removing the construction bin from the Stone Road Transfer Station is still supported by staff and should not be returned. Should residents have construction materials they should be required to take the waste to the Osceola Landfill. Tipping fees generated from the construction bin did not cover the costs of hauling the bin to Osceola and should not be the responsibility of the ratepayer not needing to use the bin.

**Discussion:**

Staff have come up with a possible solution that recognizes the Stone Road Transfer Station to be open on Sundays during the summertime only and remain closed during the winter hours. The suggested changes will not affect the total number of hours currently budgeted for.

Current Summer Hours as per Council Direction:

**Current Summer Hours - No Changes - June 1 - August 31, 2026**

Day	<u>Douglas</u>		<u>Osceola</u>		<u>Stone</u>		<u>Total Hours</u>	
	Times	Hours	Times	Hours	Times	Hours		
Wednesday	closed 9:00 am - 4:00 pm	0	12:00 pm - 7:00 pm	7	12:00 pm - 7:00 pm	7	14	
Saturday	pm	7	9:00 am - 5:00 pm 12:00 pm - 6:00 pm	8	9:00 am - 5:00 pm	8	23	
Sunday	closed	0	pm	6	closed	0	6	
							43	hours weekly

Proposed Summer Hours – **changes highlighted:**

**Summer Hours - With Proposed Changes - June 1 - August 31, 2026**

Day	<u>Douglas</u>		<u>Osceola</u>		<u>Stone</u>		<u>Total Hours</u>	
	Times	Hours	Times	Hours	Times	Hours		
Wednesday	closed 9:00 am - 4:00 pm	0	12:00 pm - 7:00 pm	7	12:00 pm - 7:00 pm	7	14	
Saturday	pm	7	9:00 am - 4:00 pm 12:00 pm - 4:00 pm	7	9:00 am - 4:00 pm pm	7	21	
Sunday	closed	0	pm	4	12:00 pm - 4:00 pm pm	4	8	
							43	hours weekly

Current Winter Hours as per Council Direction: Staff are not proposing any changes to the winter hours.

**Winter Hours - No Changes - September 1, 2026 - May 31, 2027**

Day	<u>Douglas</u>		<u>Osceola</u>		<u>Stone</u>		<u>Total Hours</u>
	Times	Hours	Times	Hours	Times	Hours	
Wednesday	closed 10:00 am - 4:00 pm	0	9:00 am - 4:00 pm	7	9:00 am - 4:00 pm	7	14
Saturday	pm	6	9:00 am - 4:00 pm 10:00 am - 4:00 pm	7	9:00 am - 4:00 pm	7	20
Sunday	closed	0	pm	6	closed	0	6

**Financial Implications:**

Staff recommend reallocating existing operating hours of the Osceola landfill and Stone Road Transfer Station to accommodate opening the Stone Road Transfer Station on Sunday during the summer hours. These changes would have no impact on the budget as the hours were originally included in the 2026 budget adopted by council.

**People Consulted:**

Public Works Superintendent Steve Visinski  
Treasurer/Deputy CAO/Clerk Kelly Coughlin

**Recommendation:**

BE IT RESOLVED THAT Council adopt By-Law 2026-xx, being a by-law to amend By-Law 2025-23, being a by-law to regulate the disposing of waste and recyclables at the Waste Disposal Sites within the Township of Admaston/Bromley.

**^Township of Admaston/Bromley**

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**REPORT**

Date: April 2, 2026  
To: Council  
From: Kelly Coughlin  
Re: Non-Sufficient Funds (NSF) Fee

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**Background:**

On March 11, 2026, the Department of Finance Canada announced changes to legislation that came into effective March 12, 2026. The change announced was regarding the fee charged for transactions rejected due to Non-Sufficient Fund (NSF) fee. The government is focused on bringing down everyday expenses, including consumer pain points and unnecessary costs that can add up at the end of the month, such as banking fees.

As a result of this change, NSF fees are being capped at \$10.00 per incident, down from as high as \$50.00 for personal accounts at federally regulated financial institutions.

An NSF fee is charged when a bank rejects a transaction such as cheque or pre-authorized debit due to insufficient funds in the account.

**Discussion:**

Currently, the township Fees & Charges by-law includes provision for NSF fee of \$45.00 per incident. This fee was established based on the fees charged by neighbouring municipalities and financial institutions at the time.

**Financial Implications:**

Staff recommend the township's Fees & Charges by-law be amended to match the maximum set out by the Government of Canada.

The 2026 budget included a provision for revenue related to NSF fees. The estimated included in the 2026 budget was based on the higher fee per incident. As a result of this change, there is potential for actuals not to meet budget forecasts for 2026.

**People Consulted:**

Jennifer Charkavi - CAO/Clerk

**Recommendation for Council:**

BE IT RESOLVED THAT Council accept the Non-Sufficient Funds (NSF) Report (attached) as information as submitted and circulated:

AND FURTHER THAT Council direct staff to amend the Fees & Charges by-law and reduce the NSF to \$10.00 per incident;

AND FURTHER THAT Council adopt by-law #2026-21 to amend the Township Fees & Charges by-law.



Canadian Patrimoine  
Heritage canadien

Kelly Coughlin  
Deputy CAO/Clerk  
THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY  
477 Stone Road  
Rural Route 2  
Renfrew, Ontario  
K7V 3Z5

March 6, 2026

Title: Celebrate Canada Funding Application

Dear Kelly Coughlin:

On behalf of the Minister of Canadian Identity and Culture and Minister responsible for Official Languages, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$2,410 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2026-2027 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may contact you in the near future to review the terms and conditions and answer any questions you may have related to this funding.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Colin Boyd  
Regional Director General  
Canadian Heritage

Canada 

Tony E. Fleming  
Direct Line: 613.546.8096  
E-mail: [tfleming@cswan.com](mailto:tfleming@cswan.com)

March 19, 2026

**BY E-MAIL:** [cao@admastonbromley.com](mailto:cao@admastonbromley.com)

Township of Admaston/ Bromley  
477 Stone Road RR2  
Renfrew, ON  
K7V 3Z5

Dear Mayor and Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2025  
Our File No. 29198-3**

This report summarizes the services provided by the Integrity Commissioner to the Township of Admaston/Bromley in 2025, in accordance with section 223.6 (1) of the *Act*. The purpose of this report is to highlight the mandate of the Integrity Commissioner and to inform Council and the public about changes to the Act that affect the process of the Integrity Commissioner and subsequently, Councils and Local Boards.

#### Role of the Integrity Commissioner

The Act mandates that the Integrity Commissioner is responsible for providing the following functions:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* (“MCIA”) to members of council and of local boards.

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TEL: 613-544-0211  
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EMAIL: [INFO@CSWAN.COM](mailto:INFO@CSWAN.COM)  
WEB: [WWW.CSWAN.COM](http://WWW.CSWAN.COM)

4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the MCIA.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the MCIA.<sup>1</sup>

### Integrity Commissioner Activity

If Council requires ongoing training under the Code of Conduct and the MCIA, Mr. Fleming is available upon request. Individual members may request advice from the Integrity Commissioner at any time. Council or members may contact Mr. Fleming in the following ways:

- 1) Council may pose a question to the Integrity Commissioner in writing regarding the broad obligations of all members (not specific to any one member);
- 2) Individual members may request advice in writing from the Integrity Commissioner in accordance with the Act.

### Requests for Advice

We received no requests for advice in 2025 under the Code of Conduct, relating to potential conflicts of interests either general or under the *Municipal Conflict of Interest Act*.

We continue to encourage members of Council and Local Boards for the Township of Admaston/Bromley to contact us in writing should they find themselves unsure of their obligations under the Code or the *Municipal Conflict of Interest Act*. If a member requests and follows our advice, that advice may be relied on should there be a complaint to the Integrity Commissioner on the same facts in the future.

### Complaints/Applications for Inquiry

There were no complaints submitted to the Integrity Commissioner for the Township of Admaston/Bromley in 2025.

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<sup>1</sup> *Municipal Act*, section 223.3(1).

With respect to the advice and investigations:

1. Costs associated with Advice provided was \$0; and
2. Costs associated with Complaints was \$0.

### Strong Mayor Powers

In 2025, a number of municipalities started to navigate the complexities of strong mayor powers. The latest round of legislation broadened the list of municipalities subject to strong mayor powers and we saw first-hand the law of unintended consequences from some of our clients. We thought it would be helpful to share some lessons learned to assist council and staff to better understand the limits of these powers.

#### *Provincial Priorities*

A number of strong mayor powers can only be exercised if they advance a Provincial Priority. O. Reg 580/22 has only created two provincial Priorities at present: building additional housing and creating infrastructure to support this new housing.

Strong mayors may not add matters or by-laws to agendas on topics other than those that advance a provincial priority. The decision as to what will advance a Provincial Priority is left to the opinion of the strong mayor, but this does not mean that simply saying something might advance a Provincial Priority invests the mayor with unlimited powers. The matter being proposed must still reasonably relate to supporting a Priority.

#### *Direction to Staff*

A strong mayor may direct staff, but only for matters where a strong mayor power exists. For example, if a strong mayor wants to bring forward a by-law to advance a housing development, staff can be directed to prepare a report and a draft by-law and put that matter on an agenda. Staff can also be directed to implement a re-organization of internal departments or prepare the mayor's budget.

The strong mayor powers do not assign mayors any general administrative powers over the municipality or any operational authority.

#### *Dealing with Uncertainty*

What strong mayor powers have done in some cases we have been involved with is create uncertainty. Staff and Council must now (in some cases) deal with a strong mayor who issues a written directive that may be outside of their authority as a strong mayor.

The language of the Act gives strong mayors considerable leeway in how they determine what may advance a Provincial Priority. However, where staff or Council believe that the mayor has exceeded their authority, the municipality is in a difficult position. In our

opinion, it is unreasonable to expect that a municipality will simply agree with every direction if the direction appears on its face to be outside the strong mayor powers. In those situations, we recommend that municipalities obtain legal advice as to the validity of the direction, and act accordingly. This may mean that a municipal Council decides to ignore a strong mayor's direction; but it is preferable to following an otherwise illegal direction and exposing the municipality to legal action from aggrieved parties.

### Integrity Commissioner and Municipal Solicitor

2025 also saw a few of our clients receive letters from the Ontario Ombudsman that were critical of our firm's dual role of Integrity Commissioner and municipal solicitor (for municipalities where we hold both roles). While this circumstance represents less than a quarter of our clients for whom we act as Integrity Commissioner, it is an interesting analysis of conflict of interest that may be of interest to all.

The Ombudsman published a "Best Practices Guide" for Codes of Conduct and Integrity Commissioners for municipalities in 2024. The Guide states:

An integrity commissioner's independence, both real and perceived, from the council, local boards and municipal staff should be maintained to the greatest degree possible. Integrity commissioners should be prevented from taking on other roles or responsibilities for the municipality during the time they serve as commissioner, including acting as legal counsel, municipal clerk, workplace harassment investigator or policy advisor.

This is not the law; it is not found in legislation and is simply a recommendation from the Ombudsman.

We agree that fulfilling both municipal solicitor and Integrity Commissioner roles has the potential for conflicts of interest. We assess the potential for conflicts with every new complaint and decline to act where actual conflicts exist (where we have provided legal advice in advance of receiving a complaint where that advice is relevant to the complaint).

We disagree that fulfilling both roles creates a general conflict that disqualifies a municipal solicitor from also being that municipality's Integrity Commissioner.

We come to this conclusion based on a principled assessment of the nature of conflict. As both solicitor and Integrity Commissioner our client is the same – the municipal corporation. Our client is neither Council, staff nor any individual council member. Only a majority of Council can retain our firm, instruct our firm or delegate its authority to retain or instruct. Therefore, investigating an individual member of Council is not a conflict as no individual member of Council is our client (as solicitor or Integrity Commissioner).

If the Ombudsman were correct, every Integrity Commissioner in Ontario has a conflict – as they are all retained by Council and their role is to investigate individual members of

Council. This is not a conflict, provided that your Integrity Commissioner has integrity and fearlessly investigates members of Council regardless of the fact that their retainer exists at the pleasure of Council. We take this role seriously and expect that Council will respect our independence and impartiality.

### Closing Remarks

As Council is no doubt aware, the government continues to propose changes to the *Municipal Act* to change the Integrity Commissioner regime. We are not aware of when the changes are expected.

One of the changes that would impact elected officials most is the proposal to impose a province-wide code of conduct. No details are yet available, but we encourage all municipalities to participate in consultation on any amendments that might be implemented so that you have some input when this occurs.

The amendments will also create an Ontario Integrity Commissioner whose role would be to provide advice to municipalities about removing a member from council in certain circumstances.

The ability to remove a member from council is the other significant change that members of Council should be aware of. The amendment would establish rules to allow the new Ontario Integrity Commissioner to recommend to Council that it remove a member if they meet four criteria:

1. The member must contravene the Code;
2. The contravention must be of a serious nature;
3. The conduct resulted in harm to health, safety or well-being of persons; and
4. Existing penalties are insufficient to address the contravention or ensure that it is not repeated.

We thank the Township of Admaston/Bromley for the opportunity to act as its Integrity Commissioner. We remind members that the Integrity Commissioner is available to provide advice in accordance with the Act regarding a member's obligations. We note that this service provides members with the proactive ability to avoid potential complaints by requesting and acting on advice which may apply to the circumstances of the member.

Members are held to the highest standards of office in their elected positions, and we thank members for their continued attention to the ethical obligations expected of them.

Please contact us with any follow-up questions.

Sincerely,

**Cunningham, Swan, Carty, Little & Bonham LLP**

Tony E. Fleming, C.S.  
LSO Certified Specialist in Municipal Law  
(Local Government / Land Use Planning)  
Anthony Fleming Professional Corporation  
TEF:sw

**^Township of Admaston/Bromley**

**477 Stone Road, R.R. #2**

**Renfrew, ON**

**K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: April 2, 2026  
To: Council  
From: Kelly Coughlin  
Re: March 2026 YTD Financial Overview

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**Background: n/a**

**Discussion:**

During the first two months of 2026 calendar year notable receipts include:

- 1) Supplemental - \$14,208.31
- 2) Write-offs's - \$35,724.33
- 3) Tax Certificates - \$300.00
- 4) BLCC Rental - \$500.00
- 5) Ontario Municipal Partnership Fund - \$123,850.00
- 6) Other Provincial Grants - \$18,863.00 (Fire Protection Grant)
- 7) Recycling Grant - \$6,020.60
- 8) Building Permits - \$2,502.40
- 9) Dog Tags - \$370.00
- 10) Landfill Tipping Fees - \$515.00
- 11) Bag Tags - \$6,980.50
- 12) Other Planning Fees - \$2,400.00 (\$1,000.00 – request re: unopened road allowance, \$950.00 – zoning amendment)
- 13) Consents - \$300.00

**Financial Implications:**

n/a

**People Consulted:**

Jennifer Charkavi - CAO/Clerk

**Recommendation for Council:**

BE IT RESOLVED THAT Council accept the March 2026 YTD Financial Overview Report (attached) as information as submitted and circulated.



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	3			REVENUES		
CATEGORY	1000			Municipal Taxation		
1-3-1000-1000				Municipal - Residential (RT)	0.00	-3,733,333
1-3-1000-1015				Municipal - Supplementaries	-14,208.31	-30,000
1-3-1000-1016				Municipal - Write-offs	35,724.33	0
<b>Category Total</b>					<b>21,516.02</b>	<b>-3,763,333</b>
CATEGORY	1010			County Taxation		
1-3-1010-1000				County - Residential (RT)	0.00	-1,545,714
1-3-1010-1015				County - Supplementaries	-6,440.11	0
1-3-1010-1016				County - Write-offs	16,192.57	0
1-3-1010-1017				County - Payment in Lieu	0.00	-1,340
<b>Category Total</b>					<b>9,752.46</b>	<b>-1,547,054</b>
CATEGORY	1020			English Public School Taxation		
1-3-1020-1000				Eng Pub - Residential (RT)	0.00	-583,873
1-3-1020-1015				Eng Pub - Supplementaries	-2,672.19	0
1-3-1020-1016				Eng Pub - Write-Off's	5,691.07	0
<b>Category Total</b>					<b>3,018.88</b>	<b>-583,873</b>
CATEGORY	1030			English Separate School Taxation		
1-3-1030-1000				Eng Sep - Residential (RT)	0.00	-193,790
1-3-1030-1015				Eng Sep - Supplementaries	-524.96	0
<b>Category Total</b>					<b>-524.96</b>	<b>-193,790</b>
CATEGORY	1040			French Public School Taxation		
1-3-1040-1000				Fre Pub - Residential (RT)	0.00	-7,518
1-3-1040-1015				Fre Pub - Supplementaries	-35.37	0
<b>Category Total</b>					<b>-35.37</b>	<b>-7,518</b>
CATEGORY	1050			French Separate School Taxation		
1-3-1050-1000				Fre Sep - Residential (RT)	0.00	-15,820
1-3-1050-1015				Fre Sep - Supplementaries	-78.03	0
<b>Category Total</b>					<b>-78.03</b>	<b>-15,820</b>
CATEGORY	1200			Payment in Lieu's		
1-3-1200-1200				PIL - Grants In Lieu - Canada	0.00	-900
1-3-1200-1201				PIL - Grants in Lieu - Ontario	0.00	-6,130
1-3-1200-1202				PIL - Power Dams	0.00	-5,000
1-3-1200-1203				PIL - Landfill Site (mun. enterprises)	0.00	-3,700
1-3-1200-1204				PIL - Hyrdo One	0.00	-1,795
<b>Category Total</b>					<b>0.00</b>	<b>-17,525</b>
CATEGORY	1300			Penalty & Interest		
1-3-1300-1300				Penalty/Interest - Current	-2,140.80	-27,000
1-3-1300-1301				Penalty/Interest - 1 Year	-5,460.06	0

General Ledger Trial Balance

Date : Mar 30, 2026

Time : 2:11 pm



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	3			REVENUES		
CATEGORY	1300			Penalty & Interest		
1-3-1300-1302				Penalty/Interest - 2 Year	-1,560.84	0
1-3-1300-1303				Penalty/Interest - 3 Year	-835.56	0
1-3-1300-1304				Interest - A/R	-29.64	0
<b>Category Total</b>					<b>-10,026.90</b>	<b>-27,000</b>
CATEGORY	1400			Municipal Revenue		
1-3-1400-5140				Lottery Licenses/Fees	-45.00	-100
1-3-1400-5141				Tax Certificates	-300.00	-2,500
1-3-1400-5143				Backyard Chicken Fees	0.00	-100
1-3-1400-5145				Administration Fees - NSF	-180.00	-450
1-3-1400-5147				Other Service Charges	0.00	-200
1-3-1400-5148				Rental Income - BLCC	-500.00	0
1-3-1400-5149				Twp Clothing / Promo Items	0.00	-2,500
1-3-1400-5150				Sale of Land/TCA	0.00	-50,000
1-3-1400-5152				Bank Interest Income	-1,768.65	-32,000
1-3-1400-5154				Miscellaneous	-94.00	-500
<b>Category Total</b>					<b>-2,887.65</b>	<b>-88,350</b>
CATEGORY	1510			Provincial Grants		
1-3-1510-1510				OMPF	-123,850.00	-495,400
1-3-1510-1511				OCIF Ont. Comm. Infrastructure Fur	0.00	-376,626
1-3-1510-1514				Livestock Recovery	-150.00	-3,000
1-3-1510-1515				Other Provincial Grants	-18,863.00	-50,000
1-3-1510-1516				Provincial Municipal Drainage Grant	0.00	-20,000
1-3-1510-1517				Interest Income - OCIF Funding	-703.74	-15,000
1-3-1510-1519				Tile Drain Loan	0.00	-12,100
1-3-1510-1522				Drains Superintendent Grant	0.00	-500
1-3-1510-1524				Police Revenue	0.00	-1,500
1-3-1510-1525				Aggregate Resources	0.00	-30,000
1-3-1510-1527				Recycling Grant	-6,020.60	-34,800
<b>Category Total</b>					<b>-149,587.34</b>	<b>-1,038,926</b>
CATEGORY	1520			Federal Grants		
1-3-1520-1518				Interest Earned - CCBF	-0.15	-3,000
1-3-1520-1520				CCBF Funding	0.00	-98,087
1-3-1520-1522				Canada Summer Jobs	0.00	-9,380
1-3-1520-1523				Canada Day Grant	0.00	-1,700
<b>Category Total</b>					<b>-0.15</b>	<b>-112,167</b>
CATEGORY	2000			Fire Department		
1-3-2000-5200				Fire - Standby Fees - NAW	-3,979.53	-7,959
1-3-2000-5201				Fire - Calls	0.00	-40,000

General Ledger Trial Balance



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	3			REVENUES		
CATEGORY	2000			Fire Department		
				<b>Category Total</b>	<b>-3,979.53</b>	<b>-47,959</b>
CATEGORY	2100			Building Department		
1-3-2100-5210				Septic Usage Permits Fees	0.00	-500
1-3-2100-5211				Building Permits	-2,502.40	-50,000
1-3-2100-5212				Sewage Permits	0.00	-9,000
1-3-2100-5213				Horton Township 60/40	-12,246.36	-86,810
1-3-2100-5214				Whitewater Region CBO Reimburse	0.00	-1,000
				<b>Category Total</b>	<b>-14,748.76</b>	<b>-147,310</b>
CATEGORY	2300			Animal Revenue		
1-3-2300-5230				Animal Control Dog Tags/Licenses	-370.00	-1,200
				<b>Category Total</b>	<b>-370.00</b>	<b>-1,200</b>
CATEGORY	3100			Roads Revenue		
1-3-3100-5310				Roads Revenue	0.00	-500
1-3-3100-5312				Entrance Fee	0.00	-500
1-3-3100-5313				Used Culvert	0.00	-250
1-3-3100-5314				911 Civic Addressing Revenue	-54.00	-500
				<b>Category Total</b>	<b>-54.00</b>	<b>-1,750</b>
CATEGORY	4000			Waste Management		
1-3-4000-5401				Landfill Tipping Fees - Osceola Site	-515.00	-24,000
1-3-4000-5404				Bag Tags	-6,455.00	-291,525
				<b>Category Total</b>	<b>-6,970.00</b>	<b>-315,525</b>
CATEGORY	8000			Planning Revenue		
1-3-8000-5302				Zoning Certificate	-80.00	0
1-3-8000-5800				Other Planning Fees & Charges	-2,400.00	-7,000
1-3-8000-5801				Consents	-300.00	-2,000
				<b>Category Total</b>	<b>-2,780.00</b>	<b>-9,000</b>
CATEGORY	9000			Transfer from Reserves		
1-3-9000-9001				Trf from OCIF Reserve	0.00	-5,174
1-3-9000-9004				Trf from Working Fund Reserve	0.00	-126,852
1-3-9000-9006				Trf from Res - Roads Vhcl & Equip F	0.00	-35,000
1-3-9000-9014				Trf from Election Reserve	0.00	-21,000
				<b>Category Total</b>	<b>0.00</b>	<b>-188,026</b>
CATEGORY	9100			Proceeds from Debt		
1-3-9100-9100				Debt	0.00	-880,000
				<b>Category Total</b>	<b>0.00</b>	<b>-880,000</b>
				<b>REVENUES Total</b>	<b>-157,755.33</b>	<b>-8,986,126</b>



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	1100			Election		
1-4-1100-2010				ELECTION - Supplies/Postage	0.00	2,000
1-4-1100-2090				ELECTION - Misc	0.00	3,000
1-4-1100-2255				ELECTION - Courses & Training	0.00	7,000
1-4-1100-2300				ELECTION - Advertising	0.00	4,000
1-4-1100-3065				ELECTION - IT Services	0.00	6,000
<b>Category Total</b>					<b>0.00</b>	<b>22,000</b>
CATEGORY	1400			Administration Overhead		
1-4-1400-1010				ADM - Salaries & Wages	88,056.87	414,660
1-4-1400-1110				ADM - Benefits	29,006.41	130,720
1-4-1400-2011				ADM - Office Supplies	4,712.92	7,500
1-4-1400-2012				ADM - Computer Supp/Small Equip/	0.00	3,400
1-4-1400-2090				ADM - Miscellaneous	0.00	1,500
1-4-1400-2100				ADM - Postage	1,525.68	6,150
1-4-1400-2116				ADM - Printing (photocopier)	2,625.02	500
1-4-1400-2118				ADM - Freight & Delivery Charges	0.00	100
1-4-1400-2240				ADM - Mileage	521.07	2,000
1-4-1400-2250				ADM - Conventions/Meetings	6,287.65	12,500
1-4-1400-2255				ADM - Courses & Training	717.41	7,000
1-4-1400-2260				ADM - Dues & Memberships	5,201.54	6,615
1-4-1400-2300				ADM - Advertising	864.96	4,000
1-4-1400-2430				ADM - Insurance	0.00	13,570
1-4-1400-2720				ADM - Telephone	561.34	1,800
1-4-1400-2721				ADM - Fax	144.66	1,000
1-4-1400-2730				ADM - Cell	0.00	960
1-4-1400-3050				ADM - Legal Fees	0.00	3,000
1-4-1400-3055				ADM - Audit	0.00	36,000
1-4-1400-3065				ADM - IT Services & Support	16,825.80	48,280
1-4-1400-3070				ADM - Human Resources	0.00	3,000
1-4-1400-3071				ADM - Accessibility Compliance	0.00	1,000
1-4-1400-3080				ADM - Office Equip Mtce Contract	381.21	6,000
1-4-1400-4800				ADM - Bank Service Charges	61.88	1,700
1-4-1400-8000				ADM - Capital	0.00	32,000
1-4-1400-8200				ADM - Clearing Account	2,379.68	0
1-4-1400-9000				ADM - Transfer to Reserves	0.00	46,540
1-4-1400-9999				ADM - Penny Rounding Clearing Ac	0.01	0
<b>Category Total</b>					<b>159,874.11</b>	<b>791,495</b>
CATEGORY	1401			Township Office		
1-4-1401-1110				Township Office - Benefits	99.98	570
1-4-1401-2017				Twp Office - Bldg Supplies	395.59	2,500
1-4-1401-2430				Twp Office - Insurance	0.00	1,630
1-4-1401-2520				Twp Office - Bldg Mtce/Repair	478.27	2,000



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	1401			Township Office		
1-4-1401-2521				Twp Office - Cleaning Services	822.50	3,820
1-4-1401-2600				Twp Office - Furnace Fuel	406.72	2,000
1-4-1401-2601				Twp Office - Propane	862.01	1,000
1-4-1401-2610				Twp Office - Hydro	0.00	3,000
1-4-1401-3200				Twp Office - Contracted Services	142.32	2,700
<b>Category Total</b>					<b>3,207.39</b>	<b>19,220</b>
CATEGORY	1402			Barr Line Community Centre		
1-4-1402-1110				BLCC - Benefits	96.51	600
1-4-1402-2017				Barr Line Comm Centre- Bldg Suppl	84.40	500
1-4-1402-2430				Barr Line Comm Centre - Insurance	0.00	960
1-4-1402-2520				Barr Line Comm Centre - Bldg Mtce.	0.00	500
1-4-1402-2521				Barr Line Comm Centre - Cleaning &	752.00	4,020
1-4-1402-2600				Barr Line Comm Centre - Furnace F	1,542.19	3,000
1-4-1402-2610				Barr Line Comm Centre - Hydro	0.00	1,000
1-4-1402-2733				Barr Line Comm Centre - Internet	330.71	0
1-4-1402-8000				Barr Line Community Centre- Capita	0.00	79,000
<b>Category Total</b>					<b>2,805.81</b>	<b>89,580</b>
CATEGORY	1403			Osceola Historical Society Building		
1-4-1403-2017				Osceola Historical - Bldg Supplies	0.00	250
1-4-1403-2430				Osceola Historical - Insurance	0.00	480
1-4-1403-2520				Osceola Historical - Bldg Mtce/Repa	0.00	2,000
1-4-1403-2610				Osceola Historical - Hydro	0.00	450
1-4-1403-4040				Osceola Historical - Rentals	0.00	500
<b>Category Total</b>					<b>0.00</b>	<b>3,680</b>
CATEGORY	1410			Health & Safety		
1-4-1410-2010				H&S - Supplies	0.00	1,000
1-4-1410-2240				H&S - Mileage	0.00	300
1-4-1410-2255				H&S - Courses and Training	0.00	1,000
1-4-1410-3200				H&S - Contracted Services	0.00	3,000
<b>Category Total</b>					<b>0.00</b>	<b>5,300</b>
CATEGORY	1600			Council		
1-4-1600-1010				COUNCIL - Salaries & Wages	19,664.16	85,220
1-4-1600-1110				COUNCIL - Benefits	3,611.78	16,820
1-4-1600-2090				COUNCIL - Miscellaneous	254.40	1,750
1-4-1600-2240				COUNCIL - Mileage	0.00	2,500
1-4-1600-2250				COUNCIL - Conventions & Meetings	7,301.52	11,000
1-4-1600-2325				COUNCIL - Public Relations	220.00	2,500
1-4-1600-2326				COUNCIL - Special Occassions	0.00	3,500
1-4-1600-2430				COUNCIL - Insurance	0.00	2,200



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	1600			Council		
1-4-1600-3065				COUNCIL - IT Svcs & Support	1,432.27	6,000
1-4-1600-5100				COUNCIL - Donations & Grants	6,200.00	7,000
1-4-1600-8000				Council - Capital	0.00	10,000
<b>Category Total</b>					<b>38,684.13</b>	<b>148,490</b>
CATEGORY	2000			Fire Overhead Costs		
1-4-2000-1010				Fire - Wages	15,676.16	141,763
1-4-2000-1110				Fire - Benefits	7,158.99	35,430
1-4-2000-1111				Fire - Standby	0.00	23,400
1-4-2000-2011				Fire - Office Supplies	15.33	500
1-4-2000-2090				Fire - Miscellaneous Supplies	46.80	1,000
1-4-2000-2091				Fire - Food	286.09	1,000
1-4-2000-2092				Fire - Christmas Dinner	0.00	1,500
1-4-2000-2240				Fire - Mileage	307.66	2,000
1-4-2000-2250				Fire - Courses & Training	1,247.30	47,297
1-4-2000-2251				Fire - Prevention (ex. Fire Prev Wee	1,466.22	8,000
1-4-2000-2260				Fire - Membership Dues	125.00	400
1-4-2000-2430				Fire - Insurance (VFF)	0.00	11,320
1-4-2000-2730				Fire - Cell Phone	0.00	480
1-4-2000-2740				Fire - Radio Licenses	0.00	650
1-4-2000-2741				Fire - Radio pagers / maintenance	0.00	6,000
1-4-2000-2832				Fire - Medical / License Expenses	274.00	1,000
1-4-2000-2833				Fire - Uniforms	181.30	4,000
1-4-2000-2834				Fire - Agreements	1,000.00	55,500
1-4-2000-2835				Fire - Dispatch	0.00	4,000
1-4-2000-2836				Fire - Fluent MS	0.00	1,600
1-4-2000-2839				Fire - Call Taking / Alerting	0.00	4,000
1-4-2000-3065				Fire - IT Services	66.09	500
1-4-2000-7300				Fire - Loan Principle Repayment	0.00	41,093
1-4-2000-8000				Fire - Capital	0.00	805,000
1-4-2000-9000				Fire - Trf to Reserve	0.00	3,087
1-4-2000-9002				Fire - Trf to Reserves - Buidling	0.00	18,360
1-4-2000-9003				Fire - Trf to Reserves - Vhcl / Equip	0.00	36,728
<b>Category Total</b>					<b>27,850.94</b>	<b>1,255,608</b>
CATEGORY	2001			Douglas Fire Hall		
1-4-2001-1010				Fire Hall - Support Wages	0.00	2,000
1-4-2001-2017				Fire Hall - Building Supplies	0.00	250
1-4-2001-2430				Fire Hall - Insurance (building)	0.00	2,695
1-4-2001-2520				Fire Hall - Building Maintenance	1,075.09	3,000
1-4-2001-2522				Fier Hall - Supplies	254.90	250
1-4-2001-2600				Fire Hall - Oil Furnace	4,350.05	8,000
1-4-2001-2601				Fire Hall - Propane (generator)	0.00	5,500



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 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	2001			Douglas Fire Hall		
1-4-2001-2610				Fire Hall - Hydro	410.12	2,040
1-4-2001-2720				Fire Hall - Telephone	675.76	2,600
1-4-2001-2733				Fire Hall - Internet	66.09	1,480
1-4-2001-8000				Fire Hall - Capital	0.00	10,000
<b>Category Total</b>					<b>6,832.01</b>	<b>37,815</b>
CATEGORY	2002			Fire Equipment		
1-4-2002-2101				Fire Equip - Small Tools	178.60	19,750
1-4-2002-2102				Fire Equip - Test'g (ex. SCBA, ladde	2,471.29	11,000
1-4-2002-2104				Fire Equipment - Safety Equipment	2,025.34	28,650
1-4-2002-2105				Fire Equipment - Rental	0.00	2,000
1-4-2002-8000				Fire Equip - NEW Equipment Capita	3,377.21	18,000
<b>Category Total</b>					<b>8,052.44</b>	<b>79,400</b>
CATEGORY	2003			Dry Hydrants		
1-4-2003-2510				Dry Hydrant - Repairs / Maintenance	0.00	2,000
<b>Category Total</b>					<b>0.00</b>	<b>2,000</b>
CATEGORY	2004			Truck 1 - 2009 Freightliner (9658)		
1-4-2004-2430				Fire - Truck 1 - Insurance	0.00	1,335
1-4-2004-2500				Fire - Truck 1 - Repairs / Maintenanc	0.00	7,000
1-4-2004-2621				Fire - Truck 1 - Clear Diesel Fuel	0.00	1,800
<b>Category Total</b>					<b>0.00</b>	<b>10,135</b>
CATEGORY	2005			Truck 2 - 1980 GMC		
1-4-2005-2430				Fire - Truck 2 - Insurance	0.00	1,335
1-4-2005-2500				Fire - Truck 2 - Repairs / Maintenanc	0.00	2,000
1-4-2005-2620				Fire - Truck 2 - Gasoline	467.37	1,000
<b>Category Total</b>					<b>467.37</b>	<b>4,335</b>
CATEGORY	2006			Truck T2 - 2008 Dodge Stirling (9875)		
1-4-2006-2430				Fire - Truck T2- Insurance	0.00	1,335
1-4-2006-2500				Fire - Truck T2- Repairs / Maintenanc	0.00	7,000
1-4-2006-2621				Fire - Truck T2 - Clear Diesel Fuel	0.00	1,000
<b>Category Total</b>					<b>0.00</b>	<b>9,335</b>
CATEGORY	2007			Truck 4 - 1998 Freightliner (9735)		
1-4-2007-2430				Fire - Truck 4 - Insurance	0.00	1,335
1-4-2007-2500				Fire - Truck 4 - Repairs / Maintenanc	1,473.53	7,000
1-4-2007-2621				Fire - Truck 4 - Clear Diesel Fuel	0.00	1,200
<b>Category Total</b>					<b>1,473.53</b>	<b>9,535</b>
CATEGORY	2100			Building Department		
1-4-2100-1010				CBO - Wages	19,994.70	105,000



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 Account : 1-3-????-???? To 1-4-????-????  
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Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	2100			Building Department		
1-4-2100-1110				CBO - Benefits	7,703.81	33,830
1-4-2100-2011				CBO - Office Supplies	0.00	250
1-4-2100-2116				CBO - Printing	0.00	400
1-4-2100-2240				CBO - Mileage	178.15	4,500
1-4-2100-2250				CBO - Conventions	0.00	2,800
1-4-2100-2255				CBO - Training & Courses	290.02	2,300
1-4-2100-2260				CBO - Dues & Memberships	0.00	750
1-4-2100-2730				CBO - Cell	0.00	240
1-4-2100-4800				CBO - Bank Service Charges	39.76	0
<b>Category Total</b>					<b>28,206.44</b>	<b>150,070</b>
CATEGORY	2201			Fence Viewers		
1-4-2201-3090				Fence Viewing Fees	0.00	100
<b>Category Total</b>					<b>0.00</b>	<b>100</b>
CATEGORY	2202			Livestock Valuer		
1-4-2202-2090				Livestock - Misc ( Reimbursement)	0.00	3,000
1-4-2202-2240				Livestock Valuer - Mileage	44.36	250
1-4-2202-3090				Livestock Valuer - Remuneration	600.00	1,000
<b>Category Total</b>					<b>644.36</b>	<b>4,250</b>
CATEGORY	2300			Animal & By-Law		
1-4-2300-2010				Animal & By-law - Dog Tags/Equip	0.00	200
1-4-2300-2090				Animal & By-law - Miscellaneous	0.00	400
1-4-2300-2116				Animal & Bylaw - Printing	0.00	100
1-4-2300-3142				Animal Control - Poundkeeper Fees	1,817.00	2,000
1-4-2300-3200				Animal & Bylaw - Contract	0.00	10,000
<b>Category Total</b>					<b>1,817.00</b>	<b>12,700</b>
CATEGORY	2400			Policing		
1-4-2400-3125				Policing Costs	111,948.00	447,800
<b>Category Total</b>					<b>111,948.00</b>	<b>447,800</b>
CATEGORY	2401			Police Services Board		
1-4-2401-1115				Police Services Board - Committee I	0.00	17,190
<b>Category Total</b>					<b>0.00</b>	<b>17,190</b>
CATEGORY	2900			Emergency Management		
1-4-2900-2010				CEMC - Emergency Equip/Supplies	0.00	500
1-4-2900-2240				CEMC - Mileage	0.00	300
1-4-2900-2255				CEMC - Courses/Training	300.19	2,000
1-4-2900-8000				CEMC - Capital	0.00	7,500
<b>Category Total</b>					<b>300.19</b>	<b>10,300</b>



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 Account : 1-3-????-???? To 1-4-????-????  
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Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3001			Brushing/Tree Trim		
CATEGORY	3001			Brushing/Tree Trim		
1-4-3001-1010				Brushing/Tree Trim - Wages	1,689.87	26,540
1-4-3001-1110				Brushing/Tree Trim - Benefits	628.14	10,170
1-4-3001-2010				Brushing/Tree Trim - Materials/Supp	0.00	3,000
				<b>Category Total</b>	<b>2,318.01</b>	<b>39,710</b>
CATEGORY	3002			Cold Patch		
1-4-3002-1010				Cold Patch - Wages	1,877.45	33,680
1-4-3002-1110				Cold Patch - Benefits	626.71	12,910
1-4-3002-2010				Cold Patch - Materials/Supplies	0.00	25,000
				<b>Category Total</b>	<b>2,504.16</b>	<b>71,590</b>
CATEGORY	3003			Culvert Maintenance		
1-4-3003-1010				Culvert Maintenance - Wages	28.05	5,790
1-4-3003-1110				Culvert Maintenance - Benefits	10.06	2,220
1-4-3003-2010				Culvert Maintenance - Materials/Sup	0.00	2,000
				<b>Category Total</b>	<b>38.11</b>	<b>10,010</b>
CATEGORY	3004			Ditching		
1-4-3004-1010				Ditching - Wages	0.00	20,410
1-4-3004-1110				Ditching - Benefits	0.00	7,820
1-4-3004-2010				Ditching - Materials/Supplies	0.00	500
				<b>Category Total</b>	<b>0.00</b>	<b>28,730</b>
CATEGORY	3005			Dust Control		
1-4-3005-1010				Dust Control - Wages	0.00	1,370
1-4-3005-1110				Dust Control - Benefits	0.00	530
1-4-3005-2010				Dust Control - Materials/Supplies	0.00	60,000
				<b>Category Total</b>	<b>0.00</b>	<b>61,900</b>
CATEGORY	3006			Flood Control		
1-4-3006-1010				Flood Control - Wages	2,481.88	2,390
1-4-3006-1110				Flood Control - Benefits	648.60	920
1-4-3006-2010				Flood Control - Materials / Supplies	154.33	500
				<b>Category Total</b>	<b>3,284.81</b>	<b>3,810</b>
CATEGORY	3007			Grading/Scarifying		
1-4-3007-1010				Grading/Scarifying - Wages	491.64	20,750
1-4-3007-1110				Grading/Scarifying - Benefits	87.93	7,960
				<b>Category Total</b>	<b>579.57</b>	<b>28,710</b>
CATEGORY	3008			Grass & Weeds		
1-4-3008-1010				Grass & Weeds - Wages	0.00	5,790
1-4-3008-1110				Grass & Weeds - Benefits	0.00	2,220



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 Account : 1-3-????-???? To 1-4-????-????  
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Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3008			Grass & Weeds		
1-4-3008-2010				Grass & Weeds - Materials/Supplies	0.00	3,500
1-4-3008-3200				Grass & Weeds - Contracted Service	0.00	4,300
				<b>Category Total</b>	<b>0.00</b>	<b>15,810</b>
CATEGORY	3009			Gravel Contract		
1-4-3009-1010				Gravel Contract - Wages	0.00	5,110
1-4-3009-1110				Gravel Contract - Benefits	0.00	1,960
1-4-3009-2010				Gravel Contract - Materials/Supplies	37,641.03	200,000
				<b>Category Total</b>	<b>37,641.03</b>	<b>207,070</b>
CATEGORY	3010			Patching & Washouts		
1-4-3010-1010				Patching & Washouts - Wages	242.73	15,990
1-4-3010-1110				Patching & Washouts - Benefits	70.98	6,130
1-4-3010-2010				Patching & Washouts - Materials/Supplies	0.00	53,000
				<b>Category Total</b>	<b>313.71</b>	<b>75,120</b>
CATEGORY	3011			Sanding/Salting		
1-4-3011-1010				Sanding/Salting - Wages	10,394.48	25,860
1-4-3011-1110				Sanding/Salting - Benefits	3,350.22	9,910
1-4-3011-2010				Sanding/Salting - Materials/Supplies	8,430.23	150,000
				<b>Category Total</b>	<b>22,174.93</b>	<b>185,770</b>
CATEGORY	3012			Intersection Signs		
1-4-3012-1010				Intersection Signs - Wages	1,620.93	7,490
1-4-3012-1110				Intersection Signs - Benefits	627.85	2,870
1-4-3012-2010				Intersection Signs - Materials/Supplies	127.40	5,000
				<b>Category Total</b>	<b>2,376.18</b>	<b>15,360</b>
CATEGORY	3013			911 Signs (Civic)		
1-4-3013-1010				911 Signs (Civic Signs) - Wages	144.60	1,370
1-4-3013-1110				911 Signs (Civic Signs) - Benefits	26.48	530
1-4-3013-2010				911 Signs (Civic Signs) - Material/Supplies	0.00	1,000
				<b>Category Total</b>	<b>171.08</b>	<b>2,900</b>
CATEGORY	3014			Centre Line Marking		
1-4-3014-1010				Centre Line Marking - Wages	0.00	1,370
1-4-3014-1110				Centre Line Marking - Benefits	0.00	530
1-4-3014-2010				Centre Line Marking - Materials / Supplies	0.00	500
1-4-3014-3200				Centre Line Marking - Contract Service	0.00	10,000
				<b>Category Total</b>	<b>0.00</b>	<b>12,400</b>
CATEGORY	3015			Guide Rails		
1-4-3015-1010				Guide Rails - Wages	0.00	1,370
1-4-3015-1110				Guide Rails - Benefits	0.00	530



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 Account : 1-3-????-???? To 1-4-????-????  
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Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3015			Guide Rails		
1-4-3015-2010				Guide Rails - Materials/Supplies	0.00	1,000
<b>Category Total</b>					<b>0.00</b>	<b>2,900</b>
CATEGORY	3016			Snow Plowing		
1-4-3016-1010				Snow Plowing - Wages	41,461.53	59,190
1-4-3016-1110				Snow Plowing - Benefits	9,852.59	22,680
1-4-3016-3200				Snow Plowing - Contracts	610.56	900
<b>Category Total</b>					<b>51,924.68</b>	<b>82,770</b>
CATEGORY	3017			Street Lights		
1-4-3017-2010				Street Lights - Materials / Supplies	0.00	5,000
1-4-3017-2610				Street Lights - Hydro	0.00	6,000
<b>Category Total</b>					<b>0.00</b>	<b>11,000</b>
CATEGORY	3018			Street Maintenance		
1-4-3018-1010				Street Maintenance- Wages	132.33	3,070
1-4-3018-1110				Street Maintenance - Benefits	41.00	1,180
1-4-3018-2010				Street Maintenance - Materials/Supp	0.00	500
1-4-3018-3200				Street Maintenance - Contracted Se	0.00	5,000
<b>Category Total</b>					<b>173.33</b>	<b>9,750</b>
CATEGORY	3019			Catch Basins		
1-4-3019-2010				Catch Basins - Materials/Supplies	0.00	200
1-4-3019-3200				Catch Basins - Contracted Services	0.00	2,000
<b>Category Total</b>					<b>0.00</b>	<b>2,200</b>
CATEGORY	3020			Snow Fence/Culvert Thaw		
1-4-3020-1010				Snow Fence/Culvert Thaw - Wages	0.00	1,370
1-4-3020-1110				Snow Fence/Culvert Thaw - Benefits	0.00	530
1-4-3020-2010				Snow Fence/Culvert Thaw - Materials	0.00	500
<b>Category Total</b>					<b>0.00</b>	<b>2,400</b>
CATEGORY	3100			Roads Overhead		
1-4-3100-1010				Rds OHD - Wages	30,118.36	180,740
1-4-3100-1110				Rds OHD - Benefits	14,162.76	31,330
1-4-3100-1111				Rds OHD - PW wages to Waste Mn	0.00	-19,360
1-4-3100-2011				Rds OHD - Office Supplies	488.40	250
1-4-3100-2090				Rds OHD - Misc Supplies	0.00	250
1-4-3100-2255				Rds OHD - Courses & Training	0.00	9,500
1-4-3100-2260				Rds OHD - Dues & Memberships	368.52	1,360
1-4-3100-2300				Rds OHD - Advertising	406.03	2,500
1-4-3100-2430				Rds OHD - Insurance	0.00	31,360
1-4-3100-2730				Rds OHD - Cell	0.00	1,920
1-4-3100-2740				Rds OHD - Radio License /Repeater	595.29	3,500



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Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3100			Roads Overhead		
1-4-3100-2742				Rds OHD - Standby Wages & On C	2,772.56	14,300
1-4-3100-2830				Rds OHD - Safety Equipment/Clothi	540.33	3,700
1-4-3100-2831				Rds OHD - Safety Boots	672.79	2,000
1-4-3100-2832				Rds OHD - Medical Expenses	150.00	330
1-4-3100-2837				Rds OHD - DZ/AZ License renewals	0.00	250
1-4-3100-2840				Rds OHD - License - Gravel Quarry	0.00	1,200
1-4-3100-3065				Rds OHD - IT / Subscriptions	0.00	4,245
1-4-3100-3200				Rds OHD - Contracted Services	358.69	0
1-4-3100-4800				Rds OHD - Bank Service Charges	25.00	0
1-4-3100-4900				Rds OHD - Interest on Debt	0.00	94,500
1-4-3100-7300				Rds OHD - Loan Principle Repayme	0.00	209,449
1-4-3100-8000				Rds OHD - Capital	0.00	460,000
1-4-3100-9002				Rds OHD - Trf to Reserves - Buildir	0.00	18,360
1-4-3100-9003				Rds OHD - Trf to Reserves - Vehicl	0.00	27,550
1-4-3100-9004				Rds OHD - Trf to Reserves - Equipr	0.00	27,550
1-4-3100-9006				Rds OHD - Trf to Reserve from Roæ	0.00	30,000
1-4-3100-9011				Rds OHD - Trf to Weather Control C	0.00	20,000
<b>Category Total</b>					<b>50,658.73</b>	<b>1,156,784</b>
CATEGORY	3101			Stone Road Garage		
1-4-3101-1010				Stone Road Garage - Wages	3,336.54	7,830
1-4-3101-1110				Stone Road Garage - Benefits	1,195.18	3,000
1-4-3101-2016				Stone Road Garage - Parts & Suppl	1,237.09	4,000
1-4-3101-2430				Stone Road Garage - Insurance	0.00	2,110
1-4-3101-2501				Stone Road Garage - Equip Testing	0.00	500
1-4-3101-2520				Stone Road Garage - Bldg Mtce/Rej	444.16	2,000
1-4-3101-2521				Stone Road Garage - Cleaning Serv	211.50	1,160
1-4-3101-2601				Stone Rd Garage - Propane	2,601.55	7,000
1-4-3101-2610				Stone Road Garage - Hydro	0.00	4,500
1-4-3101-2720				Stone Road Garage - Telephone	280.67	1,800
<b>Category Total</b>					<b>9,306.69</b>	<b>33,900</b>
CATEGORY	3102			Bromley Garage		
1-4-3102-1010				Bromley Garage - Wages	1,037.52	7,830
1-4-3102-1110				Bromley Garage - Benefits	282.04	3,000
1-4-3102-2016				Bromley Garage - Parts & Supplies	88.16	4,000
1-4-3102-2430				Bromley Garage - Insurance	0.00	3,800
1-4-3102-2501				Bromley Garage - Equipment Testin	0.00	200
1-4-3102-2520				Bromley Garage - Bldg Mtce/Repair	1,134.62	2,000
1-4-3102-2521				Bromley Garage - Cleaning Services	47.00	460
1-4-3102-2601				Bromley Garage - Propane	2,748.11	7,000
1-4-3102-2610				Bromley Garage - Hydro	0.00	3,500
1-4-3102-2720				Bromley Garage - Telephone	178.61	720



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Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3102			Bromley Garage		
<b>Category Total</b>					<b>5,516.06</b>	<b>32,510</b>
CATEGORY	3103			Rds Overhead - Inspection		
1-4-3103-1010				Rds Overhead - Inspection - Wages	1,933.56	16,940
1-4-3103-1110				Rds Overhead - Inspection - Benefit	623.09	6,270
<b>Category Total</b>					<b>2,556.65</b>	<b>23,210</b>
CATEGORY	3200			V23 - Komatsu Excavator (2007)		
1-4-3200-1010				V23 Excavator - Wages	0.00	3,750
1-4-3200-1110				V23 Excavator - Benefits	0.00	1,440
1-4-3200-2430				V23 Excavator - Insurance	0.00	1,080
1-4-3200-2500				V23 Excavator - Repairs	0.00	5,000
1-4-3200-2622				V23 Excavator - Colour Diesel	0.00	10,000
<b>Category Total</b>					<b>0.00</b>	<b>21,270</b>
CATEGORY	3201			V28 - WStar Tandem Plow Truck (2014)		
1-4-3201-1010				V28 Tandem - Wages	1,920.18	4,430
1-4-3201-1110				V28 Tandem - Benefits	666.49	1,700
1-4-3201-2430				V28 Tandem - Insurance	0.00	890
1-4-3201-2500				V28 Tandem - Repairs	3,363.95	16,000
1-4-3201-2621				V28 Tandem - Clear Diesel	2,830.99	18,000
1-4-3201-2900				V28 Tandem - Licenses	0.00	2,990
1-4-3201-3065				V28 - Tandem - IT Subscription	89.40	300
<b>Category Total</b>					<b>8,871.01</b>	<b>44,310</b>
CATEGORY	3203			V31 - Volvo Grader (2011)		
1-4-3203-1010				V31 Grader - Wages	1,176.81	1,370
1-4-3203-1110				V31 Grader - Benefits	330.59	530
1-4-3203-2430				V31 Grader - Insurance	0.00	850
1-4-3203-2500				V31 Grader - Repairs	1,880.14	19,000
1-4-3203-2622				V31 Grader - Colour Diesel	545.20	15,500
<b>Category Total</b>					<b>3,932.74</b>	<b>37,250</b>
CATEGORY	3204			V33 - WStar Tandem Plow Truck (2016)		
1-4-3204-1010				V33 Tandem - Wages	1,588.64	3,070
1-4-3204-1110				V33 Tandem - Benefits	591.85	1,180
1-4-3204-2430				V33 Tandem - Insurance	0.00	890
1-4-3204-2500				V33 Tandem - Repairs	6,594.75	17,500
1-4-3204-2621				V33 Tandem - Clear Diesel	2,673.45	18,000
1-4-3204-2900				V33 Tandem - Licenses	0.00	2,500
1-4-3204-3065				V33 Tandem - IT Subscription	89.40	300
<b>Category Total</b>					<b>11,538.09</b>	<b>43,440</b>
CATEGORY	3206			V35 - JBC Backhoe (2018)		



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3206			V35 - JBC Backhoe (2018)		
1-4-3206-1010				V35 Backhoe - Wages	288.39	1,370
1-4-3206-1110				V35 Backhoe - Benefits	100.80	530
1-4-3206-2430				V35 Backhoe - Insurance	0.00	310
1-4-3206-2500				V35 Backhoe - Repairs	727.81	8,000
1-4-3206-2622				V35 Backhoe - Colour Diesel	520.56	5,000
<b>Category Total</b>					<b>1,637.56</b>	<b>15,210</b>
CATEGORY	3208			V37 - JBC Backhoe (2018)		
1-4-3208-1010				V37 BACkhoe - Wages	397.98	2,050
1-4-3208-1110				V37 Backhoe - Benefits	125.61	790
1-4-3208-2430				V37 Backhoe - Insurance	0.00	280
1-4-3208-2500				V37 Backhoe - Repairs	300.33	12,000
1-4-3208-2622				V37 Backhoe - Colour Diesel	224.32	3,500
<b>Category Total</b>					<b>1,048.24</b>	<b>18,620</b>
CATEGORY	3209			V38 - WStar Tandem Plow Truck (2020)		
1-4-3209-1010				V38 Tandem - Wages	2,288.62	2,390
1-4-3209-1110				V38 Tandem - Benefits	770.45	920
1-4-3209-2430				V38 Tandem - Insurance	0.00	890
1-4-3209-2500				V38 Tandem - Repair Parts	6,007.19	16,000
1-4-3209-2621				V38 Tandem - Clear Diesel	3,265.05	18,000
1-4-3209-2900				V38 Tandem - Licenses	0.00	2,144
1-4-3209-3065				V38 Tandem - IT Subscription	89.36	300
<b>Category Total</b>					<b>12,420.67</b>	<b>40,644</b>
CATEGORY	3210			V39 - GMC 4x4 Sierra (2021)		
1-4-3210-1010				V39 GMC Sierra - Wages	939.30	1,370
1-4-3210-1110				V39 GMC Sierra - Benefits	328.42	530
1-4-3210-2430				V39 GMC Sierra - Insurance	0.00	580
1-4-3210-2500				V39 GMC Sierra- Repairs	1,698.80	2,000
1-4-3210-2620				V39 GMC Sierra- Gasoline	686.97	8,500
1-4-3210-2900				V39 GMC Sierra - Licenses	0.00	361
<b>Category Total</b>					<b>3,653.49</b>	<b>13,341</b>
CATEGORY	3211			V40 - Ammamma 66" Roller (2021)		
1-4-3211-1010				V40 Roller - Wages	0.00	350
1-4-3211-1110				V40 Roller - Benefits	0.00	130
1-4-3211-2500				V40 Roller - Repairs	0.00	2,500
1-4-3211-2622				V40 Roller - Colour Diesel	0.00	1,000
<b>Category Total</b>					<b>0.00</b>	<b>3,980</b>
CATEGORY	3212			V41 - Western Star Tandem Plow (2022)		
1-4-3212-1010				V41 Tandem - Wages	1,464.48	2,050



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3212			V41 - Western Star Tandem Plow (2022)		
1-4-3212-1110				V41 Tandem - Benefits	304.86	790
1-4-3212-2430				V41 Tandem - Insurance	0.00	890
1-4-3212-2500				V41 Tandem - Repair Parts	4,110.81	12,500
1-4-3212-2621				V41 Tandem - Clear Diesel	3,579.56	18,000
1-4-3212-2900				V41 Tandem - Licenses	0.00	2,144
1-4-3212-3065				V41 Tandem - IT Subscription	89.36	300
<b>Category Total</b>					<b>9,549.07</b>	<b>36,674</b>
CATEGORY	3213			2023-V27 John Deere Grader		
1-4-3213-1010				2023-V27 Grader - Wages	0.00	690
1-4-3213-1110				2023-V27 Grader - Benefits	0.00	270
1-4-3213-2430				2023-V27 Grader - Insurance	0.00	1,260
1-4-3213-2500				2023-V27 Grader - Repairs	0.00	8,000
1-4-3213-2622				2023-V27 Grader - Colour Diesel	435.00	15,000
<b>Category Total</b>					<b>435.00</b>	<b>25,220</b>
CATEGORY	3214			CH#1 - Chipper (1999)		
1-4-3214-2430				CH#1 Chipper - Insurance	0.00	100
1-4-3214-2500				CH#1 Chipper - Repairs	0.00	500
1-4-3214-2622				CH#1 Chipper - Coloured Diesel	0.00	500
<b>Category Total</b>					<b>0.00</b>	<b>1,100</b>
CATEGORY	3215			S#2 Steamer (1996)		
1-4-3215-1010				S#2 Steamer - Wages	112.20	0
1-4-3215-1110				S#2 Steamer - Benefits	41.86	0
1-4-3215-2500				S#2 Steamer - Repair Parts	0.00	500
1-4-3215-2601				S#2 Steamer - Propane	0.00	500
<b>Category Total</b>					<b>154.06</b>	<b>1,000</b>
CATEGORY	3217			Culvert Replacement Program-Capital		
1-4-3217-1010				Culvert Replace. Prog - Wages	0.00	35,380
1-4-3217-1110				Culvert Replace. Prog - Benefits	0.00	13,560
1-4-3217-2010				Culvert Replace. Prog - Materials	0.00	61,060
1-4-3217-3200				Culvert Replace. Prog-Contract Srvc	0.00	10,000
<b>Category Total</b>					<b>0.00</b>	<b>120,000</b>
CATEGORY	3218			Preventative Maintenance Program		
1-4-3218-3200				Preventative Mtce Prgm - Contracte	0.00	431,800
<b>Category Total</b>					<b>0.00</b>	<b>431,800</b>
CATEGORY	3219			V30 - 2015 Float Trailer		
1-4-3219-1010				V30 - 2015 Float Trailer - Wages	0.00	350
1-4-3219-1110				V30 - 2015 Float Trailer - Benefits	0.00	130
1-4-3219-2430				V30 - 2015 Float Trailer - Insurance	0.00	350



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	3219			V30 - 2015 Float Trailer		
1-4-3219-2500				V30 - 2015 Float Trailer - Repairs	0.00	4,500
<b>Category Total</b>					<b>0.00</b>	<b>5,330</b>
CATEGORY	3220			2024-34 Chevy 1-ton (2024)		
1-4-3220-1010				2024-34 Chevy 1-ton - Wages	705.69	1,030
1-4-3220-1110				2024-34 Chevy 1-ton - Benefits	218.90	400
1-4-3220-2430				2024-34 Chevy 1-ton - Insurance	0.00	580
1-4-3220-2500				2024-34 Chevy 1-ton - Repairs	186.13	3,000
1-4-3220-2620				2024-34 Chevy 1-ton - Gasoline	1,051.00	8,500
1-4-3220-2900				2024-V34 Chev 1 ton - License	0.00	361
1-4-3220-3065				2024-34 Chevy 1 ton- IT Subscriptio	89.36	300
<b>Category Total</b>					<b>2,251.08</b>	<b>14,171</b>
CATEGORY	3221			2025-V29 Tractor (2025)		
1-4-3221-1010				2025-V29 Tractor - Wages	0.00	2,390
1-4-3221-1110				2025-V29 Tractor - Benefits	0.00	920
1-4-3221-2430				2025-V29 Tractor - Insurance	0.00	120
1-4-3221-2500				2025-V29 Tractor - Repairs	0.00	4,000
1-4-3221-2622				2025-V29 Tractor - Coloured Diesel	89.60	3,000
<b>Category Total</b>					<b>89.60</b>	<b>10,430</b>
CATEGORY	3222			2025-V36 1/2 Ton (2025)		
1-4-3222-1010				2025-V36 1/2 Ton - Wages	0.00	1,370
1-4-3222-1110				2025-V36 1/2 Ton - Benefits	0.00	530
1-4-3222-2430				2025-V36 1/2 Ton - Insurance	0.00	580
1-4-3222-2500				2025-V36 1/2 Ton - Repairs	115.61	500
1-4-3222-2620				2025-V36 1/2 Ton - Gasoline	338.90	4,000
<b>Category Total</b>					<b>454.51</b>	<b>6,980</b>
CATEGORY	4000			Waste Management		
1-4-4000-1010				Waste Management - Wages	12,790.99	30,930
1-4-4000-1110				Waste Management - Benefits	2,366.39	4,760
1-4-4000-1111				Waste Management - Wages f/ PW	0.00	6,190
1-4-4000-2016				Waste Management - Materials/Sup	0.00	300
1-4-4000-2116				Waste Management - Printing	0.00	2,450
1-4-4000-2240				Waste Management - Mileage	241.92	0
1-4-4000-2255				Waste Management - Training	0.00	500
1-4-4000-2260				Waste Management - Dues & Memt	0.00	310
1-4-4000-2300				Waste Management - Advertising	0.00	2,550
1-4-4000-2430				Waste Management - Insurance	0.00	490
1-4-4000-2730				Waste Management - Cell Phone	0.00	960
1-4-4000-2830				Waste Management - Safety Clthng	0.00	800
1-4-4000-2980				Waste Management - PIL landfill site	2,487.55	5,224

General Ledger Trial Balance



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	4000			Waste Management		
1-4-4000-3204				Waste Management - Food Cycler F	0.00	5,000
1-4-4000-4800				Waste Management - Bank Service	221.93	2,160
1-4-4000-9000				Waste Management - Tfr to Rsrvs (C	0.00	11,077
				<b>Category Total</b>	<b>18,108.78</b>	<b>73,701</b>
CATEGORY	4010			Recycling		
1-4-4010-2116				Recycling - Printing	0.00	1,000
1-4-4010-2301				Recycling - Promotion/Education	0.00	1,500
1-4-4010-3203				Recycling - Renfrew HHHW	0.00	1,600
				<b>Category Total</b>	<b>0.00</b>	<b>4,100</b>
CATEGORY	4011			Recycling - Stone Rd		
1-4-4011-1010				Recycling - Stone Rd - Wages	0.00	12,110
1-4-4011-1110				Recycling - Stone Rd - Benefits	0.00	2,630
				<b>Category Total</b>	<b>0.00</b>	<b>14,740</b>
CATEGORY	4012			Recycling - Douglas		
1-4-4012-1010				Recycling - Douglas - Wages	0.00	4,210
1-4-4012-1110				Recycling - Douglas - Benefits	0.00	470
				<b>Category Total</b>	<b>0.00</b>	<b>4,680</b>
CATEGORY	4013			Recycling - Osceola		
1-4-4013-1010				Recycling - Osceola - Wages	0.00	12,680
1-4-4013-1110				Recycling - Osceola - Benefits	0.00	1,610
				<b>Category Total</b>	<b>0.00</b>	<b>14,290</b>
CATEGORY	4020			Stone Road Transfer Station		
1-4-4020-1010				Stone Rd Trf Station - Wages	123.60	2,390
1-4-4020-1110				Stone Rd Trf Station - Benefits	44.10	920
1-4-4020-2520				Stone Rd Tfr Station - Build Mtce/Rc	48.84	1,000
1-4-4020-2600				Stone Rd Trf Station - Furnace Oil	70.23	1,248
1-4-4020-3200				Stone Rd Tfr Station - Contract Srvc	6,267.52	34,000
1-4-4020-4500				Stone Rd Tfr Station - Well test/Mon	305.28	15,000
				<b>Category Total</b>	<b>6,859.57</b>	<b>54,558</b>
CATEGORY	4025			Douglas Transfer Station		
1-4-4025-1010				Douglas Trf Station - Wages	108.72	2,390
1-4-4025-1110				Douglas Trf Station - Benefits	33.56	920
1-4-4025-2520				Douglas Tfr Station - Buildg Mtce/Rc	0.00	200
1-4-4025-2601				Douglas Tfr Station - Propane heate	23.41	200
1-4-4025-3200				Douglas Tfr Station - Contracted Srvc	2,058.20	12,000
1-4-4025-4500				Douglas Tfr Station - Well test/Montr	0.00	4,500
1-4-4025-8000				Douglas Trf Station - Capital	11,482.30	15,000



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	4025			Douglas Transfer Station		
<b>Category Total</b>					<b>13,706.19</b>	<b>35,210</b>
CATEGORY	4030			Osceola Landfill		
1-4-4030-1010				Osceola Landfill Stie - Wages	418.17	4,770
1-4-4030-1110				Osceola Landfill Site - Benefits	125.63	1,830
1-4-4030-2520				Osceola Landfill Site-Build Mtce/Rep	0.00	1,000
1-4-4030-2610				Osceolo Landfill Site - Hydro	0.00	750
1-4-4030-3200				Osceoloa Landfill - Contracted Servi	8,675.04	55,196
1-4-4030-3436				Osceola Landfill Site - Grinding	0.00	30,000
1-4-4030-3451				Osceola Landfill Site - Expansion	2,716.63	0
1-4-4030-4500				Osceola L'fill Site - Well Test/Monito	381.60	45,000
1-4-4030-7130				Osceola Landfill Site - Scale Maint.	0.00	500
1-4-4030-8000				Osceolla Landfil - Capital	0.00	10,000
<b>Category Total</b>					<b>12,317.07</b>	<b>149,046</b>
CATEGORY	5000			Agriculture Veterinary		
1-4-5000-2240				Agriculture Veterinary - Mileage	0.00	100
1-4-5000-3090				Agriculture Veterinary - Compensati	0.00	500
<b>Category Total</b>					<b>0.00</b>	<b>600</b>
CATEGORY	5001			Drains		
1-4-5001-2100				Drainage - Postage	0.00	50
1-4-5001-2255				Municipal Drains - Training	0.00	2,500
1-4-5001-2522				Tile Drainage	881.20	12,100
1-4-5001-2523				Municipal Drain Maintenance	0.00	20,000
1-4-5001-3600				Drainage Superintendant fees	1,032.86	500
1-4-5001-4910				Interest Paid on Tile Drain	368.79	0
<b>Category Total</b>					<b>2,282.85</b>	<b>35,150</b>
CATEGORY	7000			Recreation Overhead		
1-4-7000-2010				Rec OHD - Supplies	0.00	500
1-4-7000-2326				REC OHD - Special Occassions	0.00	2,500
1-4-7000-2430				REC OHD - Recreation Insurance	0.00	5,200
1-4-7000-4500				REC OHD - Water Test'g - Douglas	0.00	500
<b>Category Total</b>					<b>0.00</b>	<b>8,700</b>
CATEGORY	7100			Recreation User Agreements		
1-4-7100-7100				Douglas Recreation	10,000.00	10,000
1-4-7100-7101				ARC Recreation	10,000.00	10,000
1-4-7100-7102				Cobden Recreation	2,000.00	0
1-4-7100-7103				Northcote Community Centre	1,950.00	1,950
1-4-7100-7104				BV Rec User Agreement	0.00	3,130
1-4-7100-7105				Cobden User Fees	0.00	2,000



Fiscal Year : 2026  
 Account : 1-3-????-???? To 1-4-????-????  
 Period : 1 To 3

Account Code	CC1	CC2	CC3	Account Name	Balance	Budget Amt - BV
FUND	1					
CLASS	4			EXPENDITURE		
CATEGORY	7100			Recreation User Agreements		
1-4-7100-7106				Recreation User Fees - Renfrew	0.00	15,000
<b>Category Total</b>					<b>23,950.00</b>	<b>42,080</b>
CATEGORY	8000			Planning & Zoning		
1-4-8000-2090				Planning & Zoning - Misc Supplies	0.00	50
1-4-8000-2240				Planning & Zoning - Mileage	0.00	500
1-4-8000-2300				Planning & Zoning - Advertising	0.00	750
1-4-8000-3600				Planning & Zoning - Professional Fe	0.00	7,000
1-4-8000-8000				Planning & Zoning - Capital	1,238.22	0
1-4-8000-9000				Planning & Zoning-Trf to Reserve-Pl	224.38	0
<b>Category Total</b>					<b>1,462.60</b>	<b>8,300</b>
CATEGORY	8001			Economic Development		
1-4-8001-2090				Economic Development - Misc	0.00	5,000
1-4-8001-2240				Economic Development - Mileage	0.00	100
1-4-8001-2300				Economic Development - Advertising	596.60	500
1-4-8001-2325				Economic Development - Public Rel	0.00	5,000
1-4-8001-3600				Economic Development - Prof. Serv	11,000.00	10,000
<b>Category Total</b>					<b>11,596.60</b>	<b>20,600</b>
CATEGORY	8002			Library		
1-4-8002-1010				Library - Wages	1,442.23	0
1-4-8002-1110				Library - Benefits	305.94	0
1-4-8002-8002				Renfrew Library User Fees	40.00	500
1-4-8002-8003				Bromley St. Michael Library	35,734.00	35,734
<b>Category Total</b>					<b>37,522.17</b>	<b>36,234</b>
CATEGORY	8050			Levies		
1-4-8050-8050				County of Renfrew Levy	416,196.00	1,545,714
1-4-8050-8051				English Public School Levy	152,474.14	583,873
1-4-8050-8052				English Separate School Levy	47,921.47	193,790
1-4-8050-8053				French Public School Levy	1,949.36	7,518
1-4-8050-8054				French Separate School Levy	4,182.64	15,820
<b>Category Total</b>					<b>622,723.61</b>	<b>2,346,715</b>
<b>EXPENDITURE Total</b>					<b>1,390,266.01</b>	<b>8,986,126</b>
<b>OPERATING FUND Total</b>					<b>1,232,510.68</b>	<b>0</b>
<b>REPORT TOTAL</b>					<b>1,232,510.68</b>	<b>0</b>

## Cheque Register - Summary-Supp.



AP5100

Page : 1

Date : Mar 30, 2026

Time : 8:54 am

Vendor : 0011722001 To YOUNJ001

Trans. Date : 01-Mar-2026 To 31-Mar-2026

Cheque Date : 01-Mar-2026 To 31-Mar-2026

Cheque No : All

Batch No : All

Bank : Bank : 1 To 9

Status : All

Medium :

M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Chq/Ref #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
000558-0001	03-Mar-2026	HYDRO001	HYDRO ONE	Issued	63	E	236.09
000558-0002	03-Mar-2026	TELUS001	TELUS	Issued	63	E	100.97
000559-0001	08-Mar-2026	BELLC001	BELL CANADA	Issued	64	E	73.39
000559-0002	08-Mar-2026	RBC0001	RBC LIFE INSURANCE COMPANY	Issued	64	E	9903.07
000560-0001	10-Mar-2026	RECEG001	RECEIVER GENERAL CANADA REVENUE	Cancelled	65	E	13903.41
000561-0001	10-Mar-2026	RECEG001	RECEIVER GENERAL CANADA REVENUE	Issued	67	E	13903.41
000562-0001	06-Mar-2026	AEBIS001	AEBI SCHMIDT CANADA INC	Issued	72	T	3008.40
000562-0002	06-Mar-2026	ANTRW001	ANTRIM WESTERN STAR INC	Issued	72	T	1017.00
000562-0003	06-Mar-2026	CANAD003	CANADIAN NETWORK BROADCASTING	Issued	72	T	1128.87
000562-0004	06-Mar-2026	COUGK001	COUGHLIN, KELLY	Issued	72	T	83.22
000562-0005	06-Mar-2026	EGANL001	EGANVILLE LEADER LTD.	Issued	72	T	84.75
000562-0006	06-Mar-2026	JANOT001	JANOTEC	Issued	72	T	508.50
000562-0007	06-Mar-2026	LAS001	LOCAL AUTHORITY SERVICES LTD.	Issued	72	T	258.55
000562-0008	06-Mar-2026	MRFEE001	M&R FEEDS	Issued	72	T	54.24
000562-0009	06-Mar-2026	OTTAV001	OTTAWA VALLEY OXYGEN LTD.	Issued	72	T	26.00
000562-0010	06-Mar-2026	PETRO001	PETRO-CANADA FUELS INC	Issued	72	T	6178.57
000562-0011	06-Mar-2026	RENFP001	RENFREW PRINTING LTD.	Issued	72	T	2550.98
000562-0012	06-Mar-2026	SCHOO001	Schooley Mitchell	Issued	72	T	249.40
000564-0001	02-Mar-2026	BELLC001	BELL CANADA	Issued	75	E	65.12
000565-0001	15-Mar-2026	EHT001	MINISTRY OF FINANCE EHT	Issued	76	E	1784.34
000566-0001	15-Mar-2026	OMERS001	OMERS	Issued	77	E	17601.02
000568-0001	16-Mar-2026	CUNNS001	CUNNINGHAM SWAN	Issued	84	T	146.90
000568-0002	16-Mar-2026	JP2GC001	JP2G CONSULTANTS	Issued	84	T	7328.05
000568-0003	16-Mar-2026	LAS001	LOCAL AUTHORITY SERVICES LTD.	Issued	84	T	125.52
000568-0004	16-Mar-2026	RENHH001	RENFREW HOME HARDWARE	Issued	84	T	42.36
000568-0005	16-Mar-2026	RIVEM001	RIVERVIEW METAL WORKS	Issued	84	T	1472.48
000568-0006	16-Mar-2026	RYANA001	RYAN, AMANDA	Issued	84	T	3.65
000568-0007	16-Mar-2026	VALLH001	VALLEY HERITAGE RADIO	Issued	84	T	339.00
000569-0001	31-Mar-2026	COUNR001	COUNTY OF RENFREW	Issued	85	T	416196.00
000569-0002	31-Mar-2026	RCCSB001	RENFREW COUNTY CATHOLIC DISTRICT	Issued	85	T	47821.75
000569-0003	31-Mar-2026	RCDSB001	RENFREW COUNTY DISTRICT SCHOOL E	Issued	85	T	152474.14
000570-0001	06-Mar-2026	BELLC001	BELL CANADA	Issued	87	E	251.64

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Bank : Bank : 1 To 9

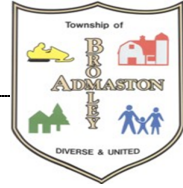
Status : All

Medium :

M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Chq/Ref #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
000571-0001	24-Mar-2026	BMO001	BANK OF MONTREAL	Issued	88	E	6362.59
000571-0002	24-Mar-2026	HYDRO001	HYDRO ONE	Issued	88	E	1794.71
000572-0001	25-Mar-2026	RECEG001	RECEIVER GENERAL CANADA REVENUE	Issued	89	E	13960.46
000573-0001	20-Mar-2026	AALTT001	AALTO TECHNOLOGIES	Issued	93	T	124.02
000573-0002	20-Mar-2026	COMBM001	COMBETEK MULTIMEDIA	Issued	93	T	870.10
000573-0003	20-Mar-2026	DELTP001	DELTA POWER EQUIPMENT	Issued	93	T	333.51
000573-0004	20-Mar-2026	EGANL001	EGANVILLE LEADER LTD.	Issued	93	T	249.17
000573-0005	20-Mar-2026	GOURV001	GOURLEY'S VARIETY	Issued	93	T	66.00
000573-0006	20-Mar-2026	LAS001	LOCAL AUTHORITY SERVICES LTD.	Issued	93	T	66.65
000573-0007	20-Mar-2026	MYFM001	My Broadcasting Corporation	Issued	93	T	452.00
000573-0008	20-Mar-2026	OTTAV001	OTTAWA VALLEY OXYGEN LTD.	Issued	93	T	26.00
000573-0009	20-Mar-2026	PETRO001	PETRO-CANADA FUELS INC	Issued	93	T	6488.37
000573-0010	20-Mar-2026	WOSTI001	W.O. STINSON & SON LTD	Issued	93	T	1350.82
000574-0001	28-Mar-2026	TELUS001	TELUS	Issued	94	E	100.85
000575-0001	27-Mar-2026	AEBIS001	AEBI SCHMIDT CANADA INC	Issued	100	T	124.45
000575-0002	27-Mar-2026	AORS001	Association of Ontario Road Supervisors (A	Issued	100	T	226.00
000575-0003	27-Mar-2026	BEARCO01	BEARCOM CANADA CORP C/O T45502	Issued	100	T	220.35
000575-0004	27-Mar-2026	CAVAC001	CAVANAGH CONSTRUCTION LTD	Issued	100	T	41798.70
000575-0005	27-Mar-2026	CENTS001	CENTRAL SQUARE TECHNOLOGIES C/O	Issued	100	T	2796.75
000575-0006	27-Mar-2026	EGANL001	EGANVILLE LEADER LTD.	Issued	100	T	450.87
000575-0007	27-Mar-2026	EMTEE001	EMTERRA ENVIRONMENTAL	Issued	100	T	4622.67
000575-0008	27-Mar-2026	FRAAM001	FRASER, AMY	Issued	100	T	196.22
000575-0009	27-Mar-2026	GOURV001	GOURLEY'S VARIETY	Issued	100	T	325.00
000575-0010	27-Mar-2026	JANOT001	JANOTEC	Issued	100	T	757.10
000575-0011	27-Mar-2026	LAS001	LOCAL AUTHORITY SERVICES LTD.	Issued	100	T	239.01
000575-0012	27-Mar-2026	NESTI001	NESTOR IT SERVICES	Issued	100	T	1788.89
000575-0013	27-Mar-2026	PETRO001	PETRO-CANADA FUELS INC	Issued	100	T	2667.47
000575-0014	27-Mar-2026	RIVEM001	RIVERVIEW METAL WORKS	Issued	100	T	76.11
000575-0015	27-Mar-2026	VISIS001	VISINSKI, STEVE	Issued	100	T	248.55
000575-0016	27-Mar-2026	WOSTI001	W.O. STINSON & SON LTD	Issued	100	T	823.69
000576-0001	24-Mar-2026	BELLC001	BELL CANADA	Issued	102	E	365.22
000576-0002	24-Mar-2026	BMO001	BANK OF MONTREAL	Issued	102	E	809.08

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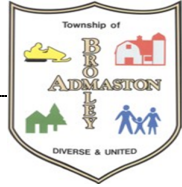
Status : All

Medium :

M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

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1640	05-Mar-2026	AJSTO001	A.J. STONE COMPANY LTD.	Issued	73	C	2744.26
1641	05-Mar-2026	AMCTZ001	AMCTO ZONE 6 C/O LESLIE DRYNAN CAI	Issued	73	C	50.00
1642	05-Mar-2026	BENSA001	BENSON AUTO PARTS	Issued	73	C	128.14
1643	05-Mar-2026	DEDOB001	DEDO, BRIAN	Issued	73	C	4623.96
1644	05-Mar-2026	DICKR015	Dick, Ron	Issued	73	C	560.00
1645	05-Mar-2026	DILIG001	Diligent Canada	Issued	73	C	7415.63
1646	05-Mar-2026	GIESR001	GIESLER, RAY	Issued	73	C	134.32
1647	05-Mar-2026	HANND002	HANNIMAN, DANIEL	Issued	73	C	2641.18
1648	05-Mar-2026	MELCH	MELCHER HEATING & COOLING	Issued	73	C	531.10
1649	05-Mar-2026	OPP001	MINISTRY OF FINANCE O.P.P. PMT PROC	Issued	73	C	37316.00
1650	05-Mar-2026	OTTAW002	OTTAWA WEAR PARTS SOLUTIONS	Issued	73	C	1865.64
1651	05-Mar-2026	PT00000031	Pasco, Leonard Joseph	Issued	73	C	2191.48
1652	05-Mar-2026	RAHSV001	RENFREW AND AREA HEALTH SERVICE	Issued	73	C	11000.00
1653	05-Mar-2026	RENFC001	RENFREW COUNTY ROAD SUPERVISOR	Issued	73	C	165.00
1654	05-Mar-2026	RENFC003	RENFREW COUNTY REGIONAL SCIENCE	Issued	73	C	100.00
1655	05-Mar-2026	TOARC001	THE ONTARIO AGGREGATE RESOURCE	Issued	73	C	1271.00
1656	05-Mar-2026	WOODS001	WOODS CLEMENS FLETCHER & CRONIN	Issued	73	C	60.00
1657	31-Mar-2026	CONSP001	CONSIEL DES ECOLES PUBLI QUE DE L'I	Issued	83	C	1949.36
1658	31-Mar-2026	CONSS001	CONSEIL SCOLAIRE CATHOLI QUE DE D	Issued	83	C	4182.64
1659	12-Mar-2026	AJSTO001	A.J. STONE COMPANY LTD.	Issued	86	C	1215.04
1660	12-Mar-2026	AMCTZ001	AMCTO ZONE 6 C/O LESLIE DRYNAN CAI	Issued	86	C	50.00
1661	12-Mar-2026	BENSA001	BENSON AUTO PARTS	Issued	86	C	234.31
1662	12-Mar-2026	CROSSM	Crossman, Jacob	Issued	86	C	711.64
1663	12-Mar-2026	OLMST001	OLMSTEADS HOME HARDWARE	Issued	86	C	31.27
1664	12-Mar-2026	OTTAW004	OTTAWA VALLEY TOURIST ASSOCIATIOI	Issued	86	C	662.50
1665	12-Mar-2026	PUROL001	Purolator Inc.	Issued	86	C	74.16
1666	12-Mar-2026	YELLOW001	YellowJacket Sign & Graphic	Issued	86	C	117.57
1667	19-Mar-2026	BENSA001	BENSON AUTO PARTS	Issued	95	C	48.65
1668	19-Mar-2026	BLACK006	Black, Derek	Issued	95	C	248.55
1669	19-Mar-2026	CDWCA001	CDW CANADA CORP	Issued	95	C	2259.27
1670	19-Mar-2026	PITNW001	PITNEY WORKS	Issued	95	C	565.00
1671	19-Mar-2026	PUROL001	Purolator Inc.	Issued	95	C	100.91

**TOWNSHIP OF ADMASTON / BROMLEY**  
**Cheque Register - Summary-Supp.**



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**Cheque No :** All  
**Batch No :** All

**Bank :** Bank : 1 To 9  
**Status :** All  
**Medium :**  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Chq/Ref #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
1672	19-Mar-2026	QUADI001	QUADIENT CANADA LTD.	Issued	95	C	109.61
1673	19-Mar-2026	RUNGE001	RUNGE STATIONERS	Issued	95	C	806.14
1674	19-Mar-2026	TWPAB001	TOWNSHIP OF ADMASTON / BROMLEY	Issued	95	C	2487.55
1675	26-Mar-2026	AJSTO001	A.J. STONE COMPANY LTD.	Issued	101	C	2838.33
1676	26-Mar-2026	BENSA001	BENSON AUTO PARTS	Issued	101	C	647.43
1677	26-Mar-2026	BROMF001	BROMLEY FARM SUPPLY	Issued	101	C	144.64
1678	26-Mar-2026	DICKR015	Dick, Ron	Issued	101	C	480.00
1679	26-Mar-2026	SPRIP001	SPRINGER, PERCY	Issued	101	C	678.00
1680	26-Mar-2026	VALLN001	VALLEY NAPA AUTO PARTS	Issued	101	C	147.56
1681	26-Mar-2026	VERTI001	Vertical Limits Construction	Issued	101	C	12750.59

<b>Total Computer Paid :</b>	<u>106,338.43</u>	<b>Total EFT PAP :</b>	<u>81,215.37</u>	<b>Total Paid :</b>	<u>896,040.60</u>
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<b>Total Manually Paid :</b>	<u>0.00</u>	<b>Total EFT File Transfer :</b>	<u>708,486.80</u>
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**Township of Admaston/Bromley**  
**477 Stone Road, R.R. #2**  
**Renfrew, ON**  
**K7V 3Z5**  
E-Mail Address – [info@admastonbromley.com](mailto:info@admastonbromley.com)

613-432-2885 Stone Road Office  
613-432-4052 Fax

613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage

**REPORT**

Date: April 2<sup>nd</sup> 2026  
To: Council  
From: Jennifer Charkavi  
Re: Procedure - Motions

---

**Background:**

Council requested if they are procedurally completing deferred motions correctly.

**Discussion:**

This was a very good refresher for the CAO/Clerk on motions. And yes, our Admaston/Bromley's procedure is correct. And yes, defeating a motion is not recommended if Council is only requiring more information in order to make a decision.

If the motion was defeated, that motion would then have to be rescinded at a future meeting, or would have to be reconsidered. Motions for reconsideration require a notice of motion, which would have to be placed on the next available Council agenda and this delays the actual motion from being considered until the following meeting, technically could be up to 6 weeks from original date. Planning items are difficult and probably cannot be rescinded.

A motion is read when it has a mover and a seconder, and a member would like to defer it or amend it. Now we have a motion to amend or defer the motion also on the floor, both motions are pending.

Section 4:3 of Robert's Rules of Order states that neither making a motion nor seconding of a motion places it before Council, only the Chair can do that by asking the question (All in Favour?) A motion will only be entertained if it has a mover and a seconder, except for a notice of motion as we (Admaston/Bromley) only require a mover, but that is to just get it on the agenda. So the pending motion just dies as no question was asked of it, but the deferring or amending motion, if the question is asked, is now lifted from the floor and is now voted on. Admaston/Bromley's practice is to attach the two motions

together, and it can be placed in the minutes to show the chronology of the meeting, but the original motion has no authority and will not be signed by the Mayor.

Having two motions on the floor can be confusing. Admaston/Bromley has the ability to defer the motion without adding another motion, but without the added direction it is not transparent for the public.

**Financial Implications:**

None at this time.

**People Consulted:**

None.

**Recommendation:**

BE IT RESOLVED THAT Council receives this report as information.

**Township of Admaston/Bromley**  
**477 Stone Road, R.R. #2**  
**Renfrew, ON**  
**K7V 3Z5**  
E-Mail Address – [info@admastonbromley.com](mailto:info@admastonbromley.com)

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613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage

**REPORT**

Date: April 2<sup>nd</sup> 2026  
To: Council  
From: Jennifer Charkavi  
Re: Community Emergency Preparedness Grant (CEPG) 2026

---

**Background:**

Staff applied for the CEPG 2026 grant last summer, 2025. This is the second year for this series of grants for emergency preparedness. In 2024 the Township was not successful for the grant. Those municipalities who applied in 2024 were not eligible for this round of applications.

**Discussion:**

The Community Emergency Preparedness Grant (CEPG) is a grant program administered by the Ministry of Emergency Preparedness and Response of the Government of Ontario to support emergency preparedness and response in Ontario. It will support Ontario's goal to help ensure Ontarians are safe, practiced and prepared before, during and after emergencies. Targeted towards small and medium-sized communities, it will help build capacity and enhance the resiliency of local governments, Local Services Boards, Indigenous communities and other organizations in preparing for and responding to emergencies. The grant will provide funding to help communities purchase emergency supplies and equipment and provide emergency preparedness and response services.

An "emergency" is defined in the *Emergency Management and Civil Protection Act* (Ontario) to mean a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

Grant amounts can range from \$5,000 to \$50,000 per project. The CEPG program is a competitive application-based program with successful applicants demonstrating through their applications various considerations including need (how often it occurs and its

impact), capacity (ability to complete the project and manage resources acquired through grant funding) and alignment with program objectives.

Staff applied through the grant for a generator for the Barr Line Community Centre, which is the Township's Alternate Emergency Operations Centre (EOC). During the 2025 Emergency Exercise the alternate EOC was discussed and staff were encouraged to try and apply for this funding to update the alternate EOC.

In addition to a generator for the alternate EOC, materials for the Community Operations Centre were applied for, such as emergency kits, emergency food, cots and blankets. Training supplies such as tablets and a TV were also applied for. Money for the 2026 Emergency Exercise as well and for training for emergencies for the public.

Finally, communications with public were included by applying for an LED sign to keep the community updated especially during emergencies. During budget deliberations this was discussed, Council preferred a sign on the Township Office so as to not be a distraction. Staff will be able to accommodate this.

In addition to the CEPG, Council had approved funding for the BLCC through the 2026 budget. Staff have started to plan this out.

**Financial Implications:**

None at this time.

**People Consulted:**

Bill McHale, Fire Chief

**Recommendation:**

BE IT RESOLVED THAT Council adopts By-Law 2026-20, being a by-law authorizing the Township to enter into an agreement with the King in the Right of the Province of Ontario represented by the Minister of Emergency Preparedness and Response.

# ONTARIO TRANSFER PAYMENT AGREEMENT

**THE AGREEMENT is effective as of the 2nd day of March 2026.**

## **BETWEEN:**

**His Majesty the King in right of Ontario as represented by the  
Minister of Emergency Preparedness and Response  
(the "Province")**

- and -

**TOWNSHIP OF ADMASTON/BROMLEY**

**(the "Recipient")**

## **CONSIDERATION**

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

### **1.0 ENTIRE AGREEMENT**

1.1 Schedules to the Agreement. The following schedules form part of the Agreement:

- Schedule "A" - General Terms and Conditions
- Schedule "B" - Project Specific Information and Additional Provisions
- Schedule "C" - Project Information and Timelines
- Schedule "D" - Budget
- Schedule "E" - Payment Plan
- Schedule "F" - Reports.

1.2 Entire Agreement. The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

## **2.0 CONFLICT OR INCONSISTENCY**

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule “A”, the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule “A”; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule “A”, the Additional Provisions will prevail over the provisions in Schedule “A” to the extent of the inconsistency.

## **3.0 COUNTERPARTS**

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

## **4.0 AMENDING THE AGREEMENT**

4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

## **5.0 ACKNOWLEDGEMENT**

5.1 Acknowledgement. The Recipient acknowledges that:

- (a) by receiving Funds, it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:
  - (i) to assist the Recipient to carry out the Project and not to provide

goods or services to the Province;

- (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project;
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (f) the Province is bound by the *Financial Administration Act* (Ontario) (“FAA”) and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
  - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
  - (ii) the payment having been charged to an appropriation for a previous fiscal year.

**SIGNATURE PAGE FOLLOWS**

The Parties have executed the Agreement on the dates set out below.

**His Majesty the King in right of Ontario as represented by the Minister of  
Emergency Preparedness and Response**

March 2, 2026

**Date**

*Mike Temple*

**Name:** Mike Temple

**Title:** Director (Acting)

TOWNSHIP OF ADMASTON/BROMLEY

**Date**

**Name:** Jennifer Charkavi

**Title:** CAO/Clerk

**I have authority to bind the Recipient**

**Date**

**Name:**

**Title:**

**I have authority to bind the Recipient**

## **SCHEDULE "A"**

### **GENERAL TERMS AND CONDITIONS**

---

#### **A1.0 INTERPRETATION AND DEFINITIONS**

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget attached to the Agreement as Schedule "D".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A12.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“Maximum Funds” means the maximum set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A12.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Project” means the undertaking described in Schedule “C”.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “F”.

## **A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS**

**A2.1** General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

**A2.2** Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

**A2.3** Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the

Project and strategies to address the identified risks, all in a timely manner;

- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

### **A3.0 TERM OF THE AGREEMENT**

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

### **A4.0 FUNDS AND CARRYING OUT THE PROJECT**

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project in accordance with the approved Budget attached to the Agreement as Schedule "D". Commitments made or funds spent outside of the Term of The Agreement will not be honored or reimbursed by the Province;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E"; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;

- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient for any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

#### **A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS**

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease,

or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

## **A6.0 CONFLICT OF INTEREST**

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
  - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
  - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

## **A7.0 REPORTS, ACCOUNTING, AND REVIEW**

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address set out in Schedule "B":
  - (i) all Reports in accordance with the timelines and content requirements

set out in Schedule "F";

(ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;

(b) ensure that all Reports and other reports are:

(i) completed to the satisfaction of the Province; and

(ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

(a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and

(b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

(a) the truth of any of the Recipient's representations and warranties;

(b) the progress of the Project;

(c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or both of the following actions:

(a) inspect and copy any records and documents referred to in section A7.3;

(b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

(a) ensuring that the Province has access to the records and documents

wherever they are located;

- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 No Control of Records. No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.8 Auditor General. The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

## **A8.0 COMMUNICATIONS REQUIREMENTS**

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## **A9.0 INDEMNITY**

A9.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

## **A10.0 INSURANCE**

A10.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence

basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days' written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
  - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
  - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

## **A11.0 TERMINATION ON NOTICE**

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:

- (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
- (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

**A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

A12.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
  - (i) carry out the Project;
  - (ii) use or spend Funds; or
  - (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver;
- (d) the Recipient ceases to operate.

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;

- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A12.3 Opportunity to Remedy. If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

### **A13.0 FUNDS AT THE END OF A FUNDING YEAR**

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

### **A14.0 FUNDS UPON EXPIRY**

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

### **A15.0 DEBT DUE AND PAYMENT**

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment, such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the

Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

#### **A16.0 NOTICE**

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and
- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and
- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

## **A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

## **A18.0 SEVERABILITY OF PROVISIONS**

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

## **A19.0 WAIVER**

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

## **A20.0 INDEPENDENT PARTIES**

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

## **A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and
- (b) the successors to His Majesty the King in right of Ontario.

## **A22.0 GOVERNING LAW**

**A22.1** Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

## **A23.0 FURTHER ASSURANCES**

A23.1 Agreement into Effect. The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

## **A24.0 JOINT AND SEVERAL LIABILITY**

A24.1 Joint and Several Liability. Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

## **A25.0 RIGHTS AND REMEDIES CUMULATIVE**

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

## **A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

A26.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of Her agencies (a “Failure”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing, the Province may suspend the payment of Funds for such period as the Province determines appropriate.

**A27.0 SURVIVAL**

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, section A12.1, sections A12.2(d), (e), (f), (g), (h), (i) and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

**END OF GENERAL TERMS AND CONDITIONS**

**SCHEDULE "B"**  
**PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS**

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<b>Maximum Funds</b>	<b>\$50,000</b>
<b>Expiry Date</b>	<b>January 29, 2027</b>
<b>Amount for the purposes of section A5.2 (Disposal) of Schedule "A"</b>	<b>\$25,000</b>
<b>Certificate of Insurance</b>	<b>\$ 2,000,000</b>
<b>Contact information for the purposes of Notice to the Province</b>	<p>Priscilla McKenzie  Senior Manager, Design and Implementation Unit, Ontario Corps Branch  Ministry of Emergency Preparedness and Response  <b>Address:</b>  Emergency Management Ontario  25 Morton Shulman Avenue  Toronto, Ontario, M3M 0B1  <b>Email:</b> <a href="mailto:EMOcommunitygrants@ontario.ca">EMOcommunitygrants@ontario.ca</a></p>
<b>Contact information of Applicant for the purposes of Notice to the Recipient</b>	<p><b>Name:</b> Jennifer Charkavi  <b>Position:</b> CAO/Clerk  <b>Address:</b> 477 Stone Road, Renfrew, ON, K7V3Z5  <b>Phone:</b> (613) 432-2885  <b>Fax:</b> (613) 432-4052  <b>Email:</b> <a href="mailto:cao@admastonbromley.com">cao@admastonbromley.com</a></p>

## **Additional Provisions:**

### **B1.0 ADDITIONAL COMMUNICATIONS REQUIREMENTS**

**B1.1 Communications Details.** The Recipient agrees that:

- (a) Any of the Province's Project-related communications shall be at the discretion of the Province.
- (b) The Province may acknowledge the Project in any of its communications.
- (c) The Province may request that the Recipient participate in an announcement or media event with government officials.
- (d) The Recipient shall share any proposed public-facing Project-related communications with the Province for review prior to public release.
- (e) The Province may also request a summary of any of the Recipient's planned communication activities about the Project.
- (f) Any of the Recipient's Project-related public communications about the Project shall be made in accordance with the timing specified by the Province, including the timing of any official Project launch announcement.
- (g) Visual identity and branding for any Project-related products, materials, equipment, and other assets used by the Recipient shall be in accordance with direction provided by the Province.

**SCHEDULE “C”  
PROJECT INFORMATION and TIMELINES**

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This year our emergency exercise is focusing on failure of power and communications during an ice storm. We are completing this exercise as in February/March of 2025 Eastern Ontario experienced an ice storm which left over 400,000 customers without power while also disrupting communications across the province. This project will ensure that our community is ready for this emergency that is now not just an exercise but a real possibility. The grant funding will help our organization be fully prepared with two functioning EOCs and with communication capabilities that will ensure the township is able to get help and offer help with continuing communications. The Township requires the training space that the alternate EOC offers to ensure that our community is prepared for all types of emergencies. This project is very necessary for our Township as we need to be able to use our alternate EOC during a regional power failure as our township is very large geographically and we need to serve our whole township effectively during an emergency. The Township also would like to offer more emergency training to our community and the upgrades will provide this necessity.

**Project Timelines**

<b>Project Start Date</b>	Effective Date of the Transfer Payment Agreement
<b>Project End Date</b>	August 27, 2026

**Performance Measures and Key Performance Indicators (KPIs)**

The recipient will be required to report on the achievement of performance measures and key performance indicators outlined in their application. Details must be included in the final report as described in Schedule “F” of the Agreement.

**SCHEDULE "D"**  
**BUDGET**

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<b>Expense Category</b>	<b>Total</b>
Supplies	\$5,000
Capital Equipment	\$42,500
Services	\$500
Training	\$2,000
Total Funding Request	\$50,000

**SCHEDULE "E"**  
**PAYMENT PLAN**

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The payment of Funds will be made by electronic fund transfer by the Province after the Effective Date of the Agreement. The Recipient is required to have a profile on the Integrated Financial Information System (IFIS) and is responsible for keeping it up to date with appropriate banking and contact information.

	<b>Payment Amount</b>	<b>Payment Date</b>
<b>Payment</b>	<b>\$50,000</b>	After the Effective Date of the Agreement and all the following occur: <ul style="list-style-type: none"><li>• the Agreement is signed by both parties;</li><li>• the Province receives the Certificate of Insurance;</li><li>• the Province receives the confirmation of signing authority</li></ul>

## **SCHEDULE “F” REPORTS**

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**Final Report.** The Recipient shall submit a final report once the project activities are completed. The Recipient shall include the following in the Final Report:

- (a) Final expense summary, including a reconciliation of actual payments made by the Province and actual expenses incurred by the Recipient in accordance with the Budget.
- (b) Evidence of equipment/supplies purchased through submission of photographs of installation and in operation.
- (c) An explanation of variances between the Budget and actual expenses incurred by the Recipient.
- (d) Itemized list of all capital and operating equipment purchased.
- (e) Supporting documents substantiating the Recipient’s completion of Project activities.
- (f) Summary of Project and performance measures results demonstrating how the Project has enhanced capabilities.
- (g) Final Report to be completed on TPON by the Recipient’s Finance Contact or equivalent in accordance with Section of A7.2 of the Agreement”.

A failure to meet any of the reporting requirements described above may impact the Recipient’s entitlement to Funds provided under this Agreement, as well as the Recipient’s eligibility to receive funding that may be available through future iterations of the program.

The Recipient must retain all receipts for up to seven years. The receipts must include amount paid, invoice number, date of payment, services/products acquired, and name/address of the vendor.

Unless the Province specifies otherwise, all Reports must be completed in Transfer Payment Ontario.

<b>Project reporting deadline</b>	<b>September 25, 2026</b>
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**Ministry of Emergency  
Preparedness and Response**

Office of the Minister

Floor 14 - 438 University Ave.  
Toronto ON M5G 2K8

**Ministère de la Protection civile  
et de l'Intervention  
en cas d'urgence**  
Bureau du ministre

14e étage, 438, av. University  
Toronto, Ontario M5G 2K8



March 19, 2026

Jennifer Charkavi  
CAO/Clerk  
Township of Admaston/Bromley  
477 Stone Road,  
Renfrew, ON K7V 3Z5

Dear Jennifer Charkavi,

I am pleased to notify you that your application has been selected for approval for a Community Emergency Preparedness Grant. I would like to take this opportunity to congratulate you on this milestone.

The Community Emergency Preparedness Grant program will help communities and organizations like yours purchase critical supplies and equipment or deliver training to improve local emergency response. The grant enhances the resiliency of local governments; First Nations communities; and organizations in preparing for natural hazards and emergencies. These prudent and targeted investments are another step the government is taking to protect Ontario and ensure that communities have the resources they need to keep people safe when the next flood, wildland fire or severe storm impacts our province.

Ministry staff will follow up shortly with a transfer payment agreement, which will provide additional details about your funding. In the meantime, if you have any questions, please send an email to [EMOCommunityGrants@ontario.ca](mailto:EMOCommunityGrants@ontario.ca).

Thank you for advancing emergency preparedness in your community. Together, we are ensuring that Ontario meets the absolute highest standard of emergency management to keep our communities safe, practiced and prepared.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Dunlop", written over a light blue rectangular background.

The Honourable Jill Dunlop  
Minister of Emergency Preparedness and Response

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# JAN 2026 REPORT

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## **SOUTH OTTAWA VALLEY OPP DETACHMENT BOARD CONSEIL DU DÉTACHEMENT DE SOUTH OTTAWA VALLEY DE LA POLICE PROVINCIALE**

**RENFREW OPP DETACHMENT  
DÉTACHEMENT DE RENFREW DE LA POLICE PROVINCIALE**





## **Dec 2025**

- School Presentations AJ Charbonneau (social media and bullying)
- School presentations St Joes Arnprior (social media, bullying)
- Renfrew Parade
- Meeting with housing and MESA re homelessness
- Special Olympics Meeting (Polar Plunge)
- Foot Patrol My FM centre
- Toy Drive Arnprior
- Foot patrol Nick Smith Centre
- McNab Kids Christmas Event
- Foot Patrol Arnprior
- Knights of Columbus Christmas Dinner

## **January 2026**

- Crime Stoppers Community Event Renfrew
- Crime Stoppers Meeting
- Polar Plunge Planning Meeting – Special Olympics
- Arnprior Air Cadets presentation on social media
- John 23<sup>rd</sup> School parent presentation on social media
- Crime Stoppers Community Event Arnprior
- Fraud Presentation Arnprior with OPP Serious Fraud Unit
- Fraud Presentation Renfrew with OPP Serious Fraud Unit
- Foot Patrol Renfrew
- Foot Patrol Finnigan's
- Foot Patrol Mateway
- Foot Patrol Nick Smith Centre
- Foot Patrol Robert Simpson Park
- Foot Patrol Arnprior
- Neighbourhood Link Foundation outreach MCRT
- Community Church Event Arnprior Foot Patrol
- Horton Community Centre Scottish Event Foot Patrol
- Junior A Game Foot Patrol

- VTRA meeting
- Meeting Re Partners Protect Seniors

## **Traffic Initiatives – Renfrew Detachment**

### **Total Traffic Statistics [December 13th, 2025 - February 2<sup>nd</sup>, 2026]**

- ✓ 205 Provincial Offence Act charges laid.
- ✓ 73 Part III Summons Issued
- ✓ 160 warnings issued.
- ✓ 134 RIDEs completed
- ✓ 14 different occurrences where members of the public were charged with impaired operation of a motor vehicle.

### **Festive RIDE Campaign [November 20<sup>th</sup> to January 1st]**

- ✓ 111 RIDEs were been completed
- ✓ Members were doing RIDE programs daily.
- ✓ 1 Driver was charged with impaired operation as a result of the RIDE programs.

### **End of Year Traffic Safety – Focused Patrol [December 9<sup>th</sup>-December 11<sup>th</sup>]**

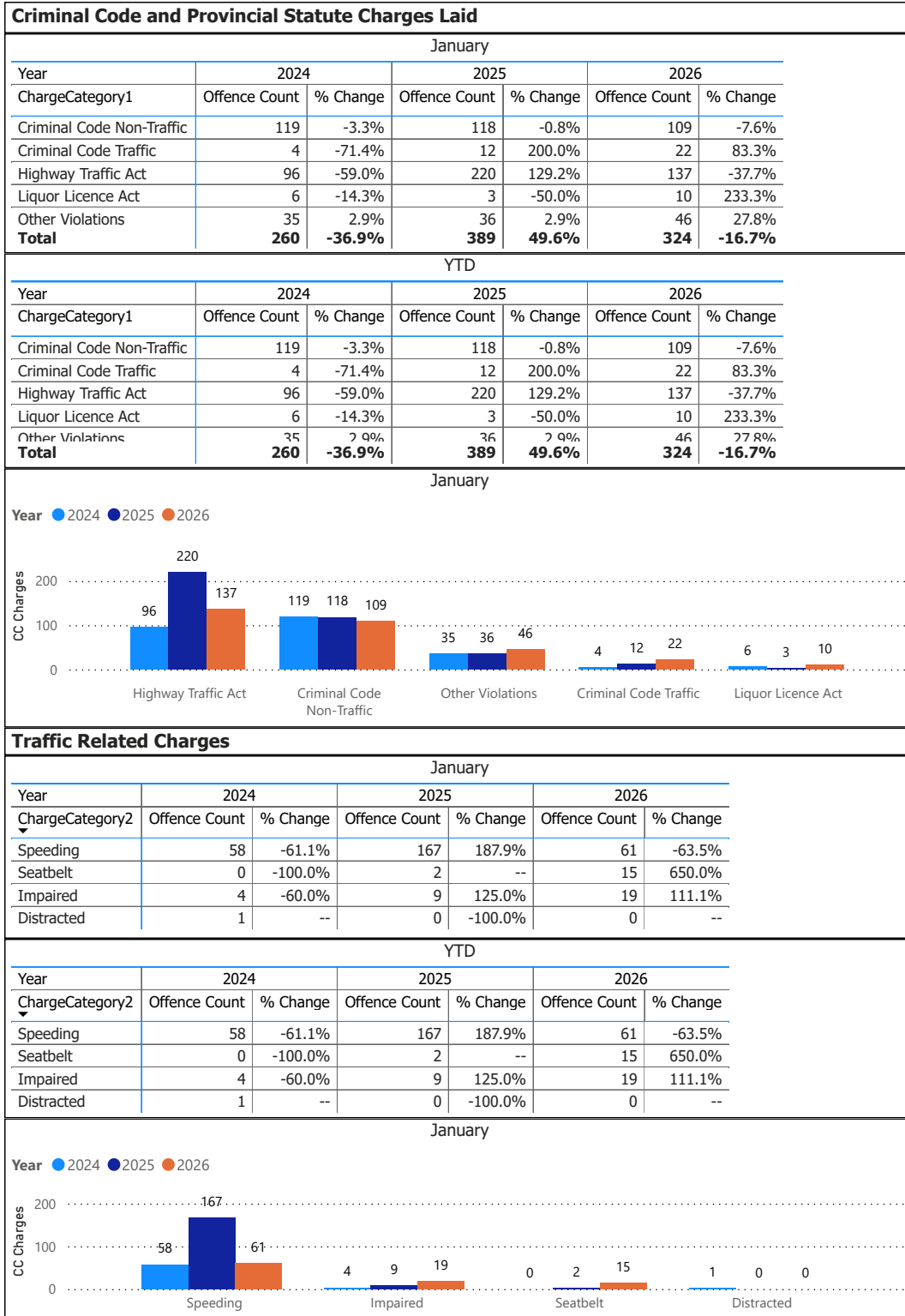
- ✓ Focus on BIG4
- ✓ TIME Team attending and supporting
- ✓ 18 Part One offence notices issued and 5 Part III summons issued.
- ✓ A lot of engagement with the motoring public.

Detachment will be doing Monthly CMV initiatives in with partnerships with MTO and our traffic syndicate partners.

### **Motorized Snowmobile Safety Week [February 9<sup>th</sup>-February 16<sup>th</sup>]**

- ✓ A Renfrew Detachment members are going to be participating in this annual safety initiative.
- ✓ Members will be focusing on impaired driving on our trails.
- ✓ Trained MSV members will be out on the trails for this week.

### OPP Detachment Board Report Records Management System January 2026



Detachment: 3T - RENFREW

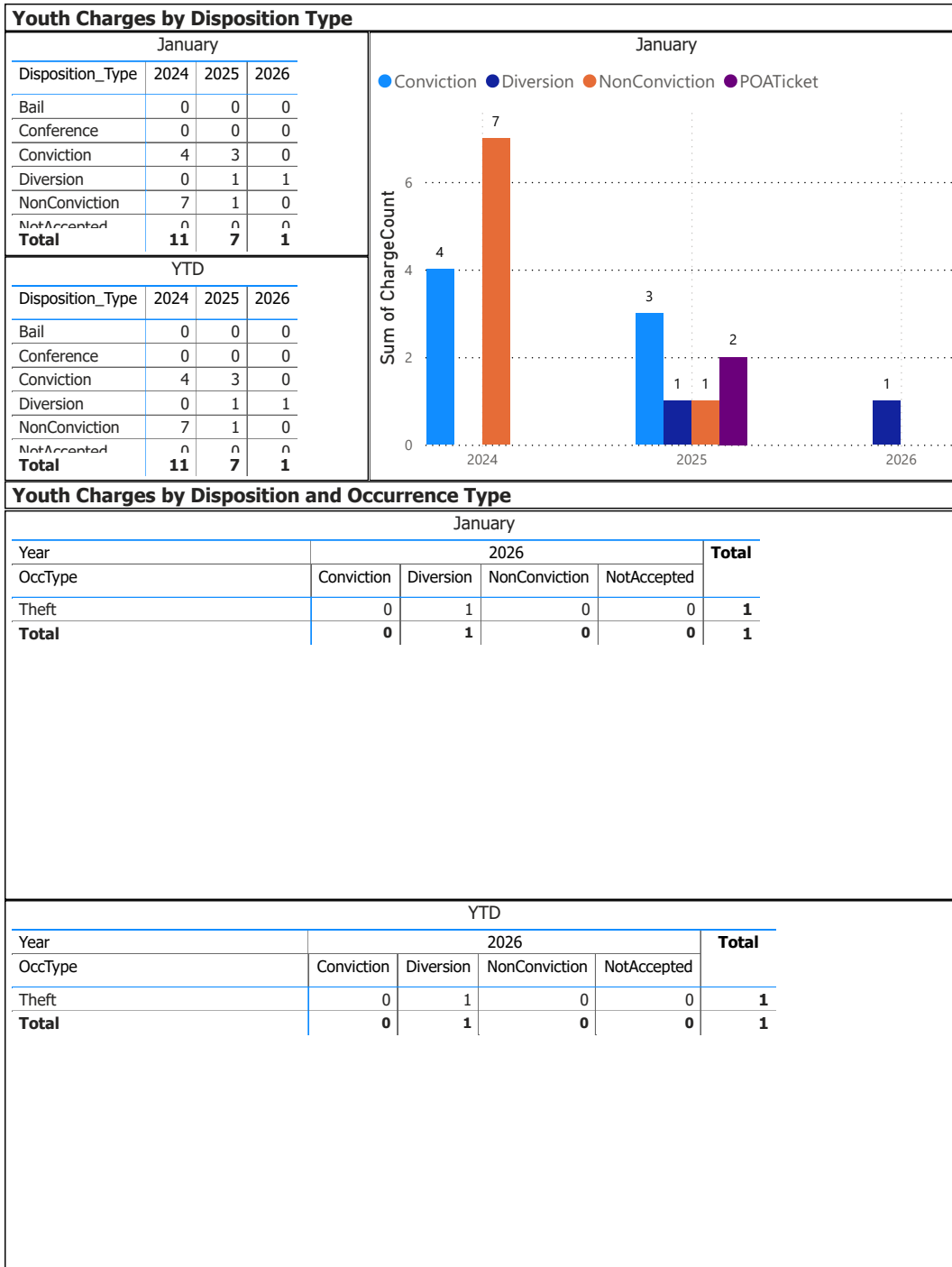
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
3-Feb-26

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026



The tables and chart on this page present summarized youth charges by disposition and occurrence type that have been recorded in the OPP Niche RMS application. Of note... the Niche data sourced for this report page only lists youth charges that have had a disposition type entered against them. Therefore, please be aware that the counts of youth charges entries on this report page are under stating the potential sum of youth charges that are in OPP Niche RMS.

Detachment: 3T - RENFREW

Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

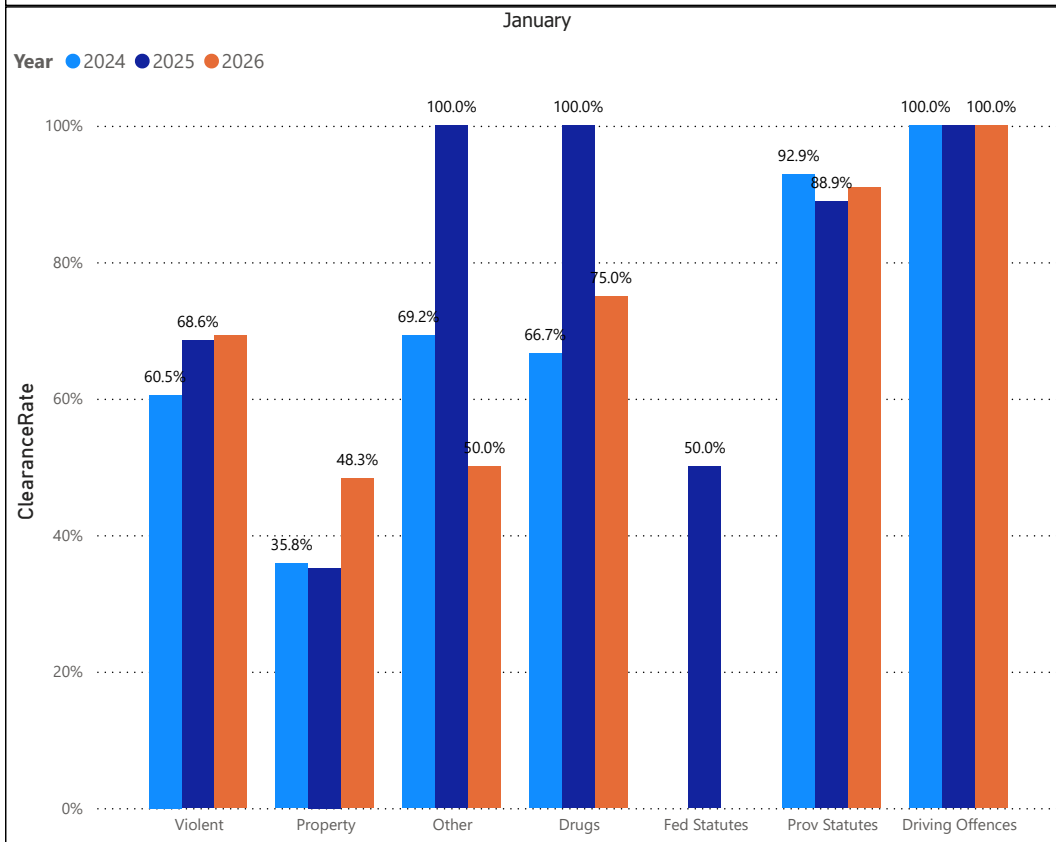
Report Generated on:  
03-Feb-2026 2:46:58 PM

### OPP Detachment Board Report Records Management System January 2026

Clearance Rate						
January						
Year	2024		2025		2026	
	%	% Change	%	% Change	%	% Change
Violent	60.5%	-26.0%	68.6%	13.3%	69.2%	1.0%
Property	35.8%	49.9%	35.2%	-1.9%	48.3%	37.2%
Other	69.2%	-3.1%	100.0%	44.4%	50.0%	-50.0%
Drugs	66.7%	-33.3%	100.0%	50.0%	75.0%	-25.0%
Fed Statutes			50.0%	--		-100.0%
Prov Statutes	92.9%	-7.1%	88.9%	-4.3%	90.9%	2.3%
Driving Offences	100.0%	0.0%	100.0%	0.0%	100.0%	0.0%

YTD						
Year	2024		2025		2026	
	%	% Change	%	% Change	%	% Change
Violation_rollop						
Violent	60.5%	-26.0%	68.6%	13.3%	69.2%	1.0%
Property	35.8%	49.9%	35.2%	-1.9%	48.3%	37.2%
Other	69.2%	-3.1%	100.0%	44.4%	50.0%	-50.0%
Drugs	66.7%	-33.3%	100.0%	50.0%	75.0%	-25.0%
Fed Statutes			50.0%	--		-100.0%
Prov Statutes	92.9%	-7.1%	88.9%	-4.3%	90.9%	2.3%
Driving Offences	100.0%	0.0%	100.0%	0.0%	100.0%	0.0%



Detachment: 3T - RENFREW

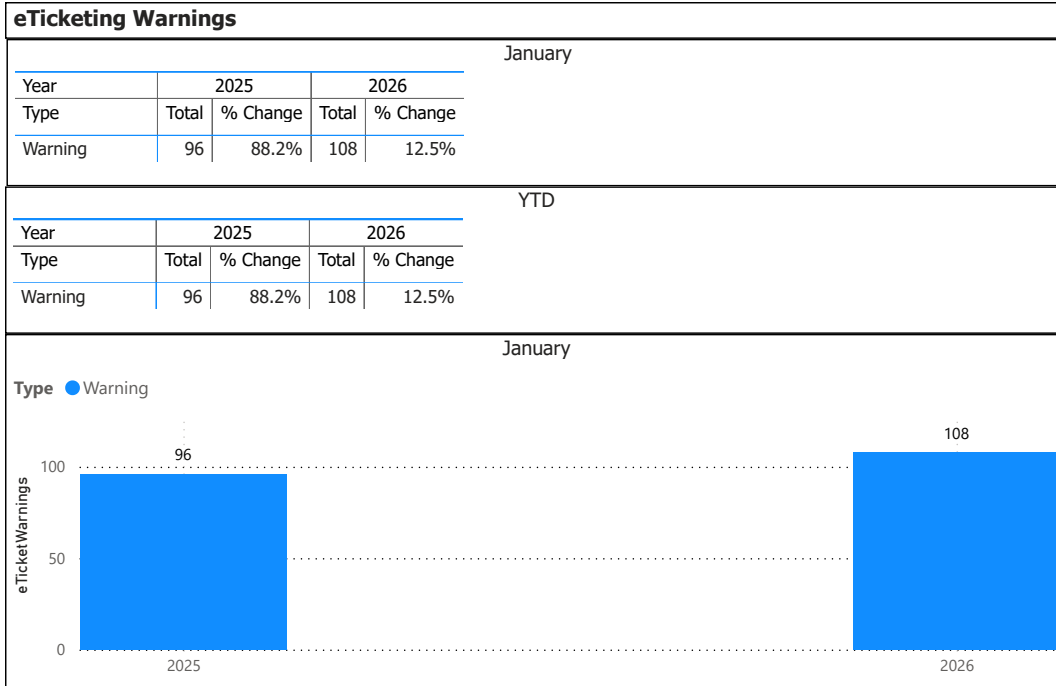
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

**OPP Detachment Board Report  
Records Management System  
January 2026**



*Note: The eTicketing system was not fully implemented until the end of 2022, therefore data is only available beginning in 2023. % Change in 2023 may appear higher in this report due to the incomplete 2022 data.*

**Detachment: 3T - RENFREW**

Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:

3-Feb-26

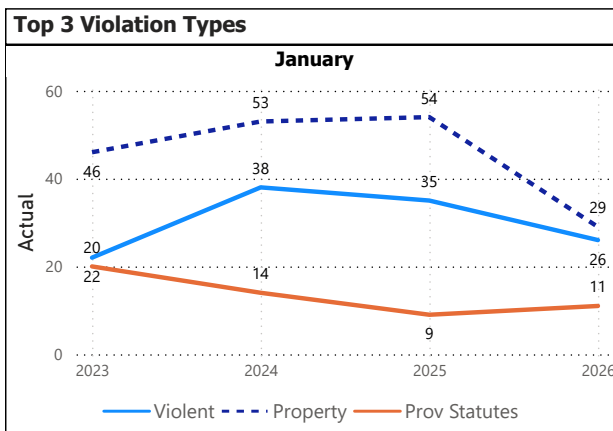
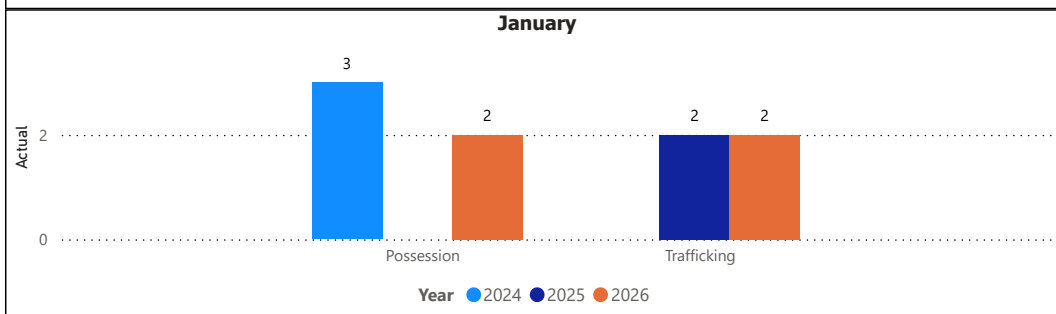
Report Generated on:

03-Feb-2026 2:44:16 PM

### OPP Detachment Board Report Records Management System January 2026

Drug Crime						
January						
Year	2024		2025		2026	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	3	200.0%	0	-100.0%	2	--
Trafficking	0	--	2	--	2	0.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
<b>Total</b>	<b>3</b>	<b>200.0%</b>	<b>2</b>	<b>-33.3%</b>	<b>4</b>	<b>100.0%</b>

YTD						
Year	2024		2025		2026	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	3	200.0%	0	-100.0%	2	--
Trafficking	0	--	2	--	2	0.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
<b>Total</b>	<b>3</b>	<b>200.0%</b>	<b>2</b>	<b>-33.3%</b>	<b>4</b>	<b>100.0%</b>



Top 5 Violation Groups					
January					
ViolationGrp	2023	2024	2025	2026	Total
Fraud	13	12	34	8	<b>67</b>
Theft Under \$5000	13	24	11	13	<b>61</b>
Provincial Statutes	20	14	9	11	<b>54</b>
Assaults/Firearm Related Offences	8	15	17	12	<b>52</b>
Other Offences Involving Violence or the Threat of Violence	4	18	11	12	<b>45</b>

Detachment: 3T - RENFREW

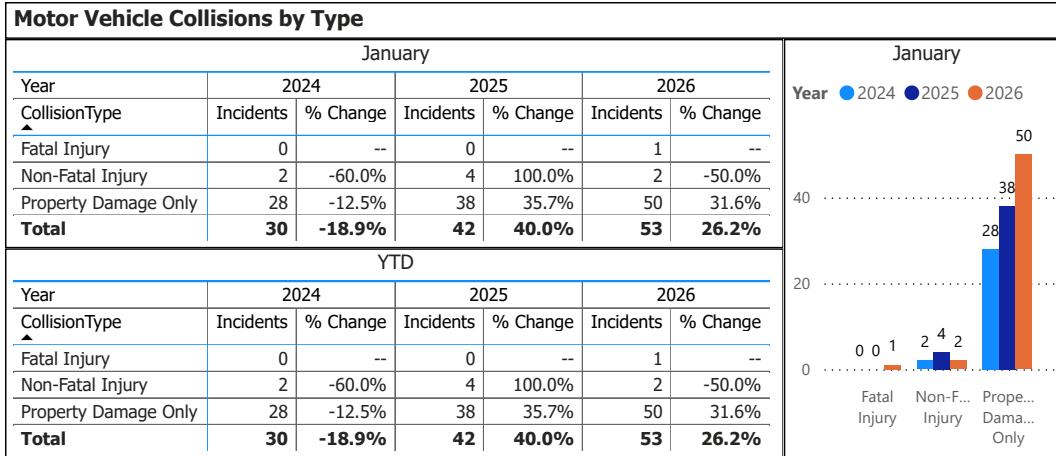
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

**OPP Detachment Board Report  
Collision Reporting System  
January 2026**



Data source (Collision Reporting System) date:  
03-Feb-2026

Detachment: 3T - RENFREW  
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL  
Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Collision Reporting System January 2026

Fatalities in Detachment Area - Incidents									
January									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2024	0	0	--	0	0	--	0	0	--
2025	0	0	--	0	0	--	0	0	--
2026	0	1	--	0	0	--	0	0	--
YTD									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2024	0	0	--	0	0	--	0	0	--
2025	0	0	--	0	0	--	0	0	--
2026	0	1	--	0	0	--	0	0	--
Fatalities in Detachment Area - Persons Killed									
January									
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle				
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change			
2024	0	--	0	--	0	--			
2025	0	--	0	--	0	--			
2026	2	--	0	--	0	--			
YTD									
Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle				
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change			
2024	0	--	0	--	0	--			
2025	0	--	0	--	0	--			
2026	2	--	0	--	0	--			
Primary Causal Factors in Fatal Motor Vehicle Collisions									
January					YTD				
	2024	2025	2026		2024	2025	2026		
Speeding	0	0	0	Speeding	0	0	0		
Speeding % Change	--	--	--	Speeding % Change	--	--	--		
Distracted	0	0	0	Distracted	0	0	0		
Distracted % Change	--	--	--	Distracted % Change	--	--	--		
Alcohol/Drugs	0	0	0	Alcohol/Drugs	0	0	0		
Alcohol/Drugs % Change	--	--	--	Alcohol/Drugs % Change	--	--	--		
Wildlife	0	0	0	Wildlife	0	0	0		
Wildlife % Change	--	--	--	Wildlife % Change	--	--	--		
NoSeatbelt	0	0	0	NoSeatbeltYTD	0	0	0		
NoSeatbelt YoY%	--	--	--	NoSeatbeltYTD YoY%	--	--	--		

January									
Speeding, Distracted, Al...	0	0	0	0	0	0	0	0	0
	2024		2025		2026		2026		

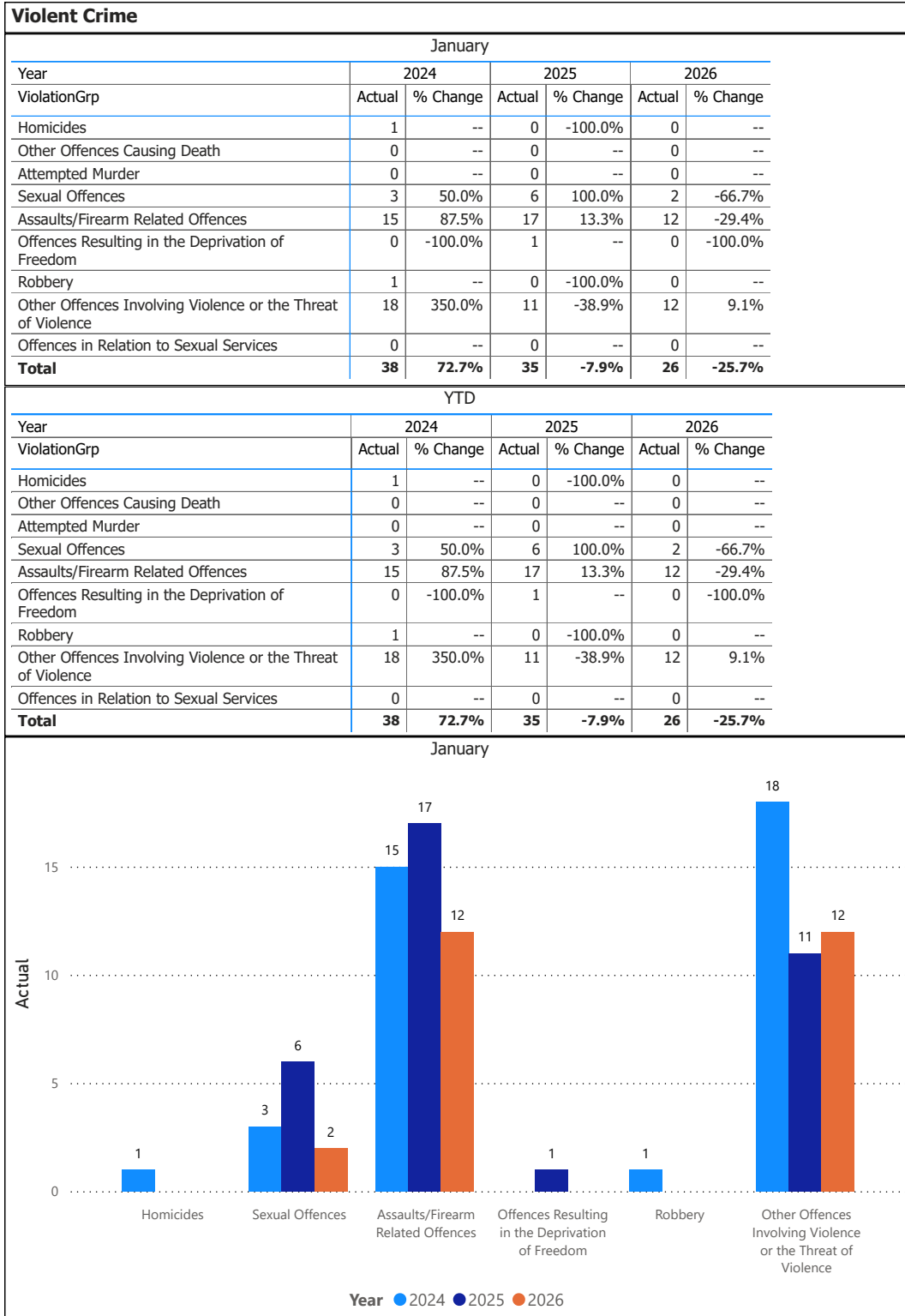
Data source (Collision Reporting System) date:  
03-Feb-2026

Detachment: 3T - RENFREW  
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL  
Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026



Detachment: 3T - RENFREW

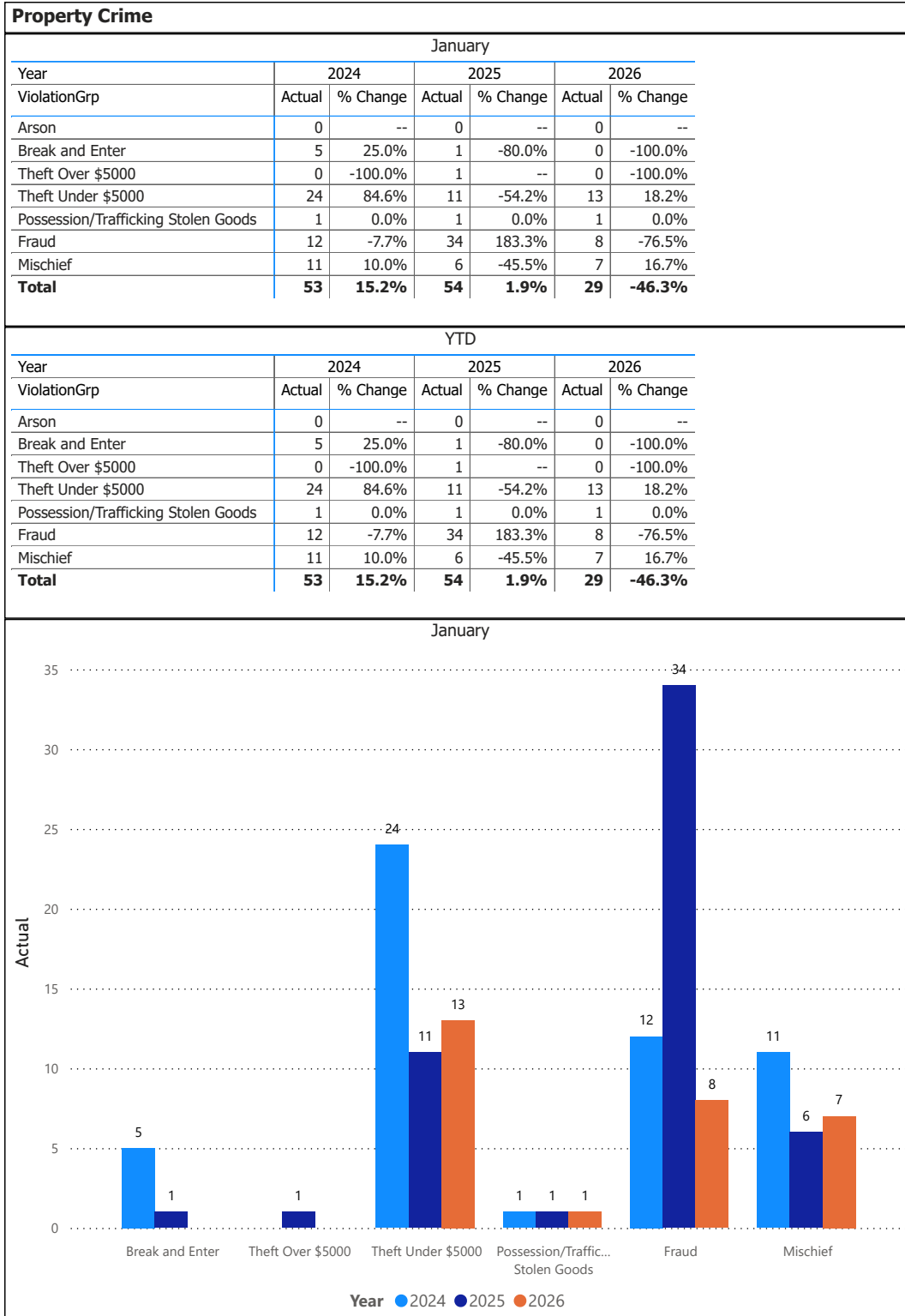
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026



Detachment: 3T - RENFREW

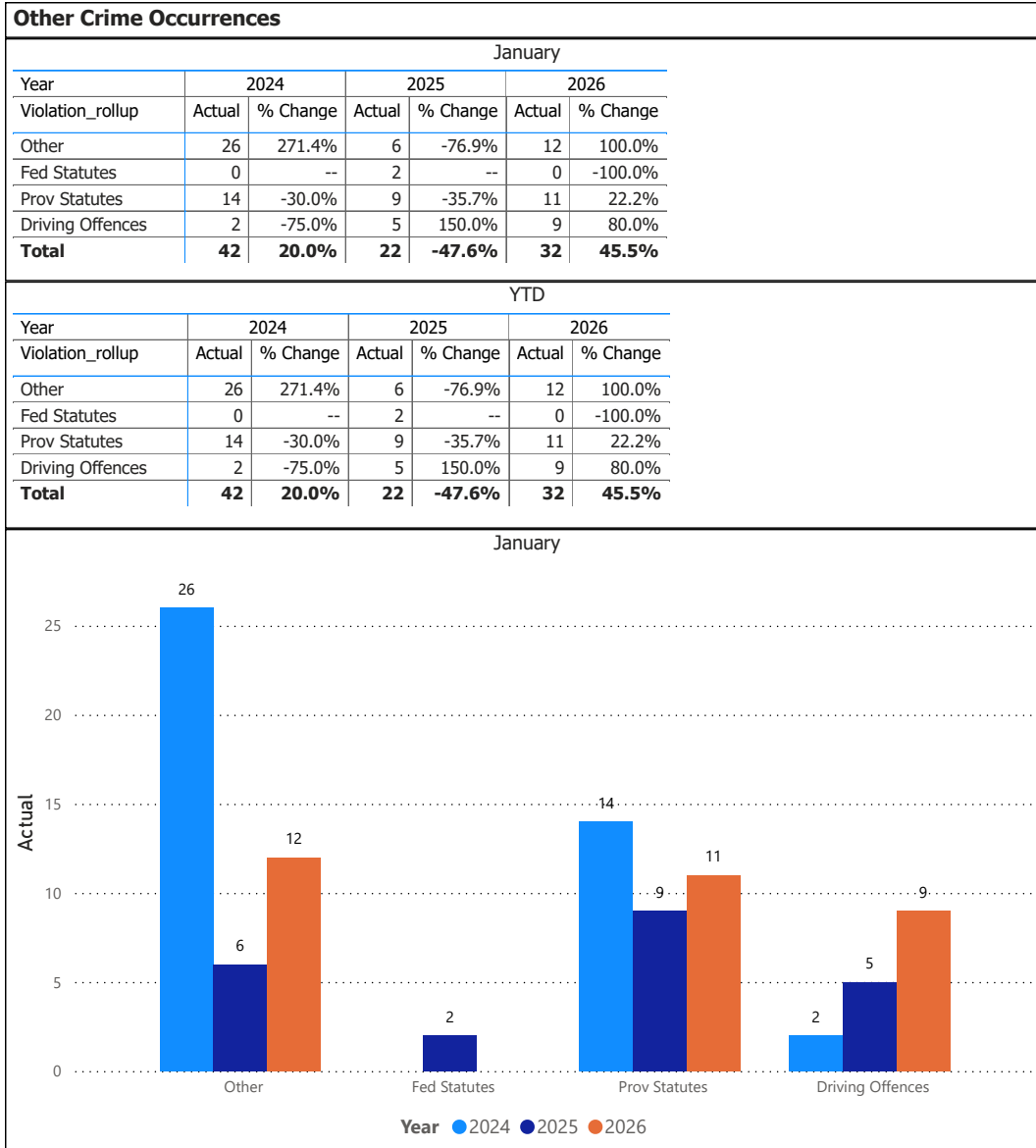
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026



Detachment: 3T - RENFREW

Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026

January		
Year	Occurrences	Unfounded
2024	37	1
2025	51	0
2026	31	0

Year	Occurrences	Unfounded
2024	37	1
2025	51	0
2026	31	0

Year	Occurrences	Unfounded
2024	37	1
2025	51	0
2026	31	0

January		
Year	Occurrences	Unfounded
2024	37	1
2025	51	0
2026	31	0

January		
Year	2026	
OccurrenceType	Occurrences	Unfounded
Assault	2	0
Attempt or threat of suicide	4	0
Bail violations	1	0
Cyber Enabled Crime - Fake Emergency Calls/Swatting	1	0
Intimate Partner Violence	3	0
Mental health act	18	0
Threats	2	0
<b>Total</b>	<b>31</b>	<b>0</b>

Detachment: 3T - RENFREW

Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026

Overdose Occurrences							
January			YTD				
Fatal	2024	2025	2026	Fatal	2024	2025	2026
<input checked="" type="checkbox"/> <b>Fatal</b>	<b>0</b>	<b>0</b>	<b>2</b>	<input checked="" type="checkbox"/> <b>Fatal</b>	<b>0</b>	<b>0</b>	<b>2</b>
non-opioid overdose	0	0	1	non-opioid overdose	0	0	1
opioid overdose	0	0	1	opioid overdose	0	0	1
<input checked="" type="checkbox"/> <b>non-Fatal</b>	<b>0</b>	<b>1</b>	<b>0</b>	<input checked="" type="checkbox"/> <b>non-Fatal</b>	<b>0</b>	<b>1</b>	<b>0</b>
non-opioid overdose	0	0	0	non-opioid overdose	0	0	0
opioid overdose	0	1	0	opioid overdose	0	1	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>Total</b>	<b>0</b>	<b>1</b>	<b>2</b>

Fatal Overdose Occurrences	Non-Fatal Overdose Occurrences
<p>January</p> <p>● non-opioid overdose ● opioid overdose</p>	<p>January</p> <p>● non-opioid overdose ● opioid overdose</p>

Detachment: 3T - RENFREW

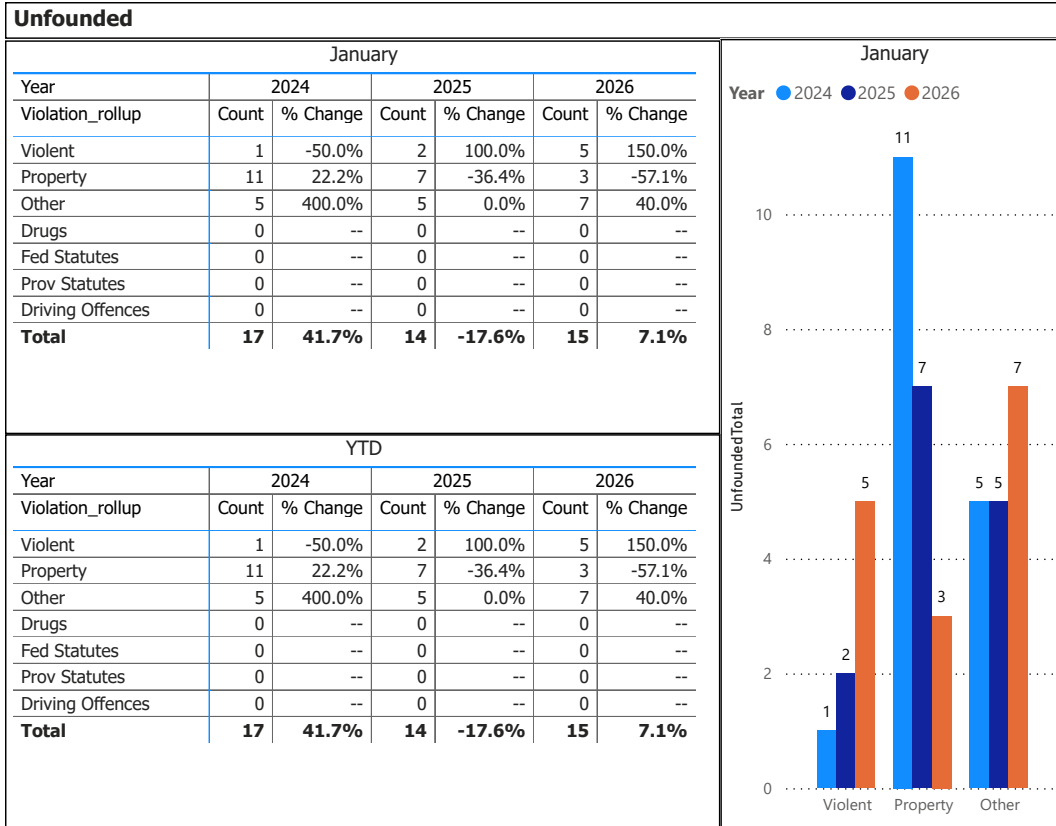
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026



Detachment: 3T - RENFREW

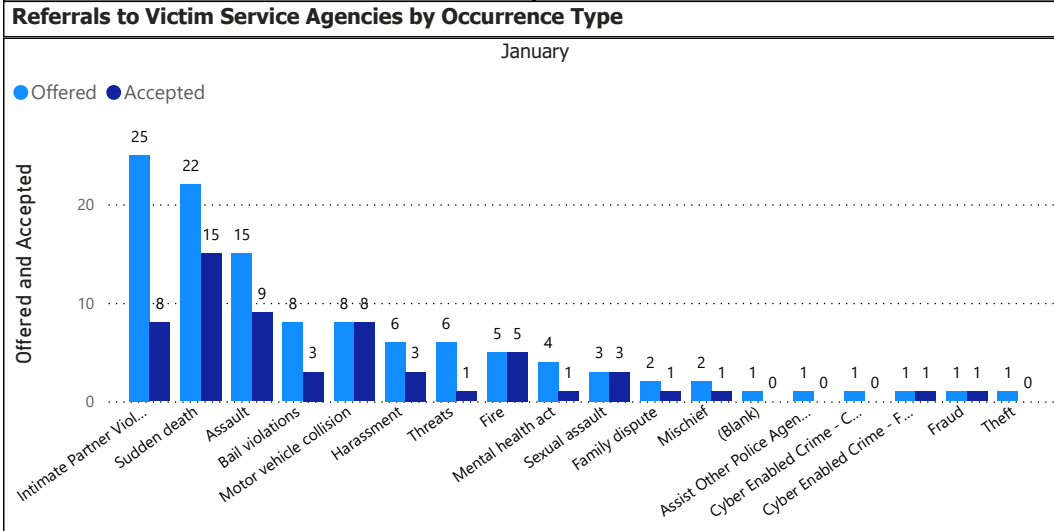
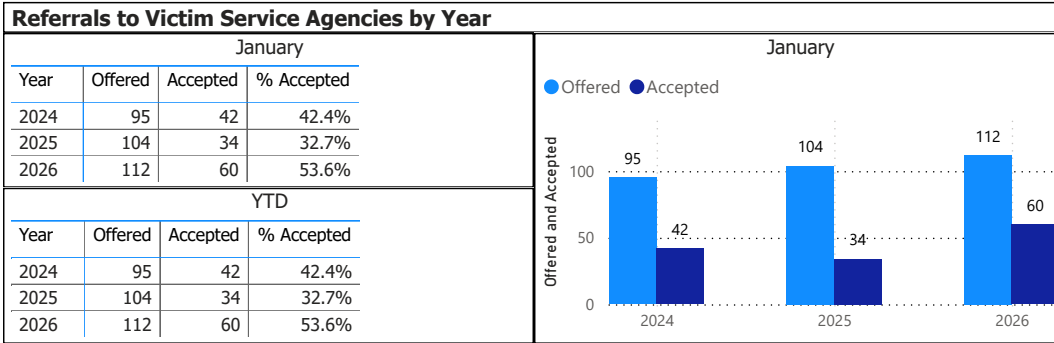
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

### OPP Detachment Board Report Records Management System January 2026



#### Referrals Accepted (%) by Age Group

January			
PersonAgeRange	2024	2025	2026
	14.3%		
11 - 16	100.0%	50.0%	50.0%
17 - 25	100.0%	11.1%	33.3%
26 - 45	96.2%	28.9%	55.3%
46 - 65	66.7%	41.2%	71.4%
6 - 10		0.0%	0.0%
Over 65	100.0%	36.4%	41.2%
Under 6			0.0%

#### Referrals Not Offered

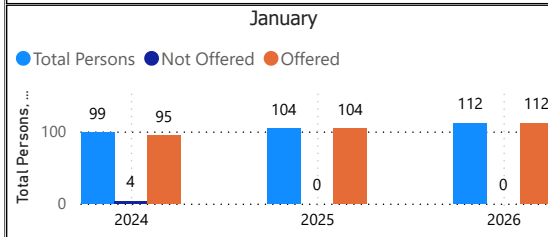
January			
ServicesNotOfferedReason	2024	2025	2026
	0	0	0
Victim deceased or unable to respond	4	0	0
Victim resides outside Ontario	0	0	0

#### YTD

PersonAgeRange	2024	2025	2026
	14.3%		
11 - 16	100.0%	50.0%	50.0%
17 - 25	100.0%	11.1%	33.3%
26 - 45	96.2%	28.9%	55.3%
46 - 65	66.7%	41.2%	71.4%
6 - 10		0.0%	0.0%
Over 65	100.0%	36.4%	41.2%
Under 6			0.0%

#### YTD

ServicesNotOfferedReason	2024	2025	2026
	0	0	0
Victim deceased or unable to respond	4	0	0
Victim resides outside Ontario	0	0	0



Detachment: 3T - RENFREW

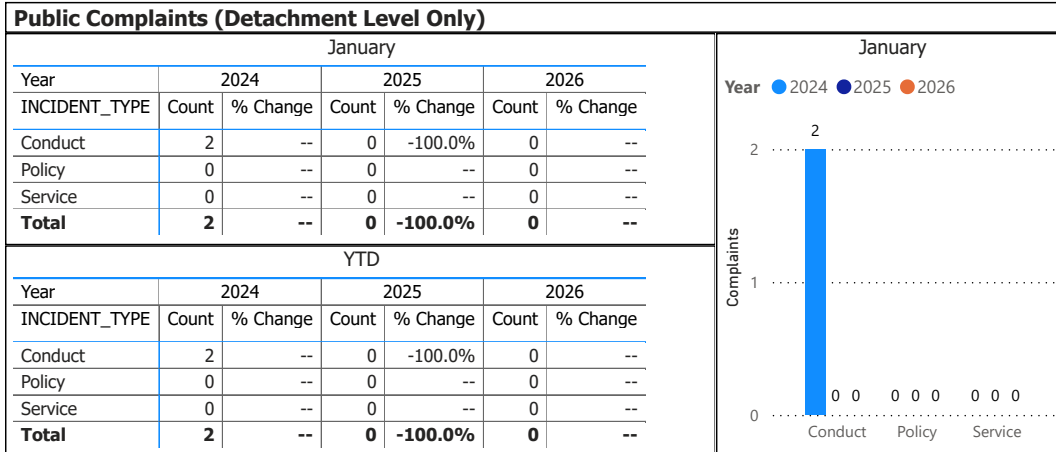
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Area(s): ALL

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

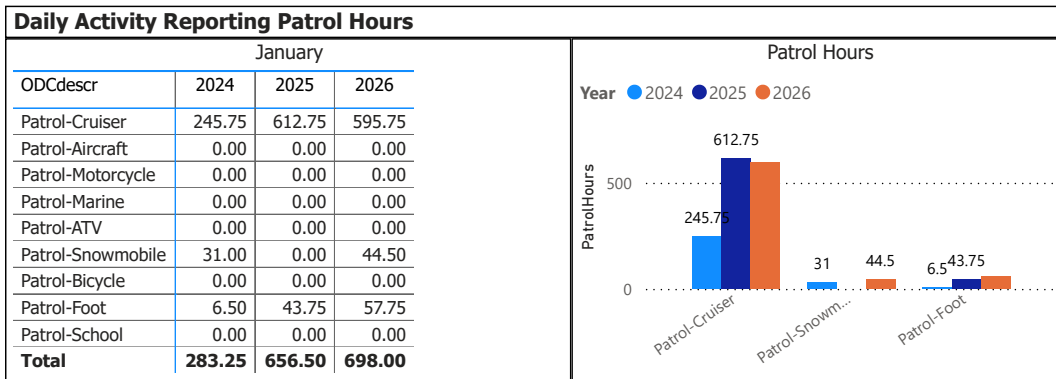
### OPP Detachment Board Report Records Management System January 2026



Data source: RMS Data Feed  
Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

Data source date:  
03-Feb-2026

### Daily Activity Reporting



Data source (Daily Activity Reporting System) date:  
03-Feb-2026

Detachment: 3T - RENFREW  
Location code(s): 3T00 - RENFREW, 3T10 - ARNPRIOR

Data source date:  
03-Feb-2026

Report Generated on:  
03-Feb-2026 2:42:25 PM

# Council and Committee Monthly Summary

## March 2026

Below you will find highlights of the County of Renfrew County Council and Committee meetings held March 12 and March 25, 2026.

Please note that this summary does not constitute the official record of the meetings and approved minutes should be consulted for that purpose.

The full [Council and Committee packages](#) can be found online.

The [March 12, 2026](#) and [March 25, 2026](#) meetings are on YouTube.

## Warden's Address

### Key highlights

- The March 12 meeting was rescheduled from March 11 due to the weather.
- Warden Jennifer Murphy acknowledged March 8 as International Women's Day, an important opportunity to celebrate the women whose generosity, leadership, and resilience strengthens our communities every day. She said this year's theme, Give to Gain, reflects a truth seen across Renfrew County: when women share their time, knowledge, and compassion, everyone benefits. Whether through mentorship, public service, community building, or quiet acts of support, women create opportunities that ripple far beyond themselves.
- The Warden thanked the many volunteers who worked throughout the winter to keep our trail systems open, particularly our local snowmobile clubs. She noted despite challenging weather conditions, their commitment and countless volunteer hours ensured that residents and visitors could safely enjoy our trails. She added that their efforts support recreation, tourism, and local businesses, and they play a vital role in our winter economy.
- Warden Murphy recently attended Eastern Ontario Wardens' Caucus Board of Directors meeting, with a focus on redefining strategic strengths and opportunities on a regional basis. She noted a highlight of the meeting was a presentation from the Municipal Climate Internship Program, which showcased the meaningful work being undertaken by climate interns across eastern Ontario. She recognized Larissa Coulas, Municipal Climate Action Intern at the County of Renfrew, for her outstanding contributions, adding that her work is a great example of how investing in young professionals brings fresh perspectives, energy, and real progress to municipal initiatives.

## Health Committee

### Presented by: Michael Donohue, Chair

- County Council authorized the submission of the Quality Improvement Plans (QIPs) for Bonnechere Manor and Miramichi Lodge to Health Quality Ontario prior to the March 31, 2026 deadline. A QIP is a formal, documented set of commitments that a health care organization makes to its residents, staff and community to improve quality through focused targets and actions.

- The County of Renfrew Paramedic Service is advancing its leadership in wilderness and remote-access paramedicine through the development of the 2026 Wilderness Response Symposium (WRS), an evolution of the Sierra Team's annual wilderness-response training delivered over the past five years. The symposium, scheduled for June 10-12, 2026 at Camp Arowhon in Algonquin Park, is intended to strengthen inter-agency collaboration, enhance responder readiness in austere environments, and support system-level learning across the province.

## Development & Property Committee

**Presented by: James Brose, Chair**

- County Council approved entering into a partnership agreement with Algonquins of Pikwakanagan First Nation LP for the purpose of supporting an application to the Federation of Canadian Municipalities' Growing Canada's Community Canopies Fund. County Council also authorized a formal Letter of Support confirming the County of Renfrew's participation as a municipal partner in the application.
- County Council adopted Enterprise Renfrew County's proposed Fee for Service model, with a three-year phased-in implementation schedule, for inclusion in the User Fee By-law. As a result of limited funding by the Ministry of Economic Development, Job Creation and Trade (MEDJCT) to the County of Renfrew, a Fee for Service model was proposed in an effort to generate more revenues to offset budget shortfalls. Funding to the County and all 53 other Small Business Enterprise Centres (SBEC) across Ontario has not increased in decades, while inflation, operational costs, salaries and benefits have continued to climb.
- County Council approved the Ottawa Valley Tourist Association Draft 2026 budget as presented. The Ottawa Valley Tourist Association (OVTA), the City of Pembroke and the County of Renfrew are partners in the delivery of tourism marketing and destination management for the City of Pembroke, Renfrew County and the Ottawa Valley.
- County Council supported the Township of Whitewater Region's request that the County of Renfrew assume a lead role in advancing the Crown land submission and acquisition process of approximately 90 acres, the former Timminco Mine Site, to enable industrial growth. County Council also directed staff to lead the regional promotion and marketing of the subject lands, including the associated critical mineral deposit, in support of long-term economic development across the County.

## Corporate Services Committee

**Presented by: Peter Emon, Chair**

- Council approved a by-law that, if Council is limited under the *Municipal Act* "lame duck" rules after Nomination Day for the 2026 municipal election, allows the Chief Administrative Officer to make certain decisions until the new Council is sworn in. This includes hiring or dismissing staff, appointing or removing officers, selling municipal property valued over \$50,000, and approving expenditures or commitments over \$50,000.
- County Council approved several amended and one new Corporate Policy, including: Misconduct in the Workplace, Workplace Sexual Violence and Harassment Prevention, Occupational Health and Safety and Electric Vehicles EV Charging Stations. The policies are available from Human Resources.

- County Council adopted the revised By-law to Establish and Require Payment of User Fees and Charges. As part of the annual budget process, a review is made of the County of Renfrew User Fee By-law and Schedule with the following changes being implemented: hourly rates, Development and Property Enterprise Renfrew County fee table, Paramedic Service, Public Works tourism signs and County Recreational Trail Signage.
- Council was informed that artificial intelligence is an emerging technology that may significantly affect how the County works and delivers services; to begin understanding its potential impacts, County leadership held an introductory workshop on March 4, 2026 to start the discussion and outline an initial approach to this evolving technology.
- The County's Health & Safety Coordinator and Wellness Coordinator has successfully completed a Train-the-Trainer course in Non-Violent Crisis Intervention, delivered in partnership with Deep River Hospital. This training strengthens the County's proactive approach to risk management by building internal capacity to prevent, de-escalate, and safely manage potential workplace incidents.
- The 2026 Annual Warden's Golf Tournament has been scheduled for Friday, June 19, 2026 at the Whitetail Golf Club, near Eganville in North Algona Wilberforce. Details are currently being finalized but online registration will be available in the upcoming month.
- In response to rising fuel prices, County staff have launched a fuel conservation initiative focused on reducing unnecessary fuel use across County operations while maintaining all service levels. Measures include promoting fuel-efficient driving, reducing idling and travel where possible, reviewing fleet use, and closely monitoring fuel consumption to help manage costs and support responsible use of public resources.

## Community Services Committee

### Presented by: Anne Giardini, Chair

- The Renfrew County and District Early Years Table was formed to strengthen system coordination and outcomes for children aged 0–6 and their families, with the inaugural meeting held on February 2, 2026. The Table will be co-chaired by the County of Renfrew's Manager of Children's Services and the Renfrew County and District Health Unit's Manager of Health Promotions, with a mandate to identify and advance actionable improvements across the systems serving young children and families. Members identified several shared priorities:
  - Identifying and addressing service gaps
  - Strengthening coordination, partnerships, and system navigation
  - Reducing barriers and improving access for families
  - Enhancing wraparound care and warm handoffs
  - Increasing awareness of available services
  - Improving data sharing and developing a service directoryThe Renfrew County and District Health Unit provided an overview of relevant local data to help support the identification of priority actions and guide the group's ongoing planning and decision-making efforts.
- The [2026 Renfrew County and District Drug Strategy update](#) was provided as information.
- Council requested additional information on the number of Emergency Assistance clients (408) and Homelessness Prevention Program applications (1,604) in 2025. The data shows that most applications come from larger communities such as Renfrew, Pembroke, and Arnprior, which is expected given their higher populations and greater housing and cost-of-living pressures. When the numbers are compared to population size, some smaller municipalities, including

Bonnechere Valley, Laurentian Hills, and Madawaska Valley, show higher application rates per person, suggesting greater financial pressure in those communities as well. Overall, the information confirms that housing instability and financial hardship are affecting residents across the entire County, with the highest demand in urban centres and notable pressure in some rural areas. The data is based on postal codes, which can cross municipal boundaries, and reflects only certain financial assistance programs, not the full range of supports offered by the County or community partners.

- County Council adopted a by-law to authorize entering into a third-party agreement with the Ministry of the Solicitor General and Pembroke Regional Hospital for the purpose of co-chairing the Renfrew County Situation Table and facilitating the entry of case-related information into the Ministry's Risk-Driven Tracking Database. The Situation Table initiative is a collaborative, multi-sectoral risk intervention model initiated by police services and supported provincially through the Ministry of the Solicitor General. It brings together representatives from police, health care, mental health and addictions services, social services, education, housing, and other community agencies to identify and respond to situations of acutely elevated risk.

## Operations Committee

### Presented by: Glenn Doncaster, Chair

- County Council supported sending a letter, signed by the Warden, to the Prime Minister of Canada to strongly support the Federation of Northern Ontario Municipalities' request for federal involvement in upgrading Highways 11 and 17 under the Building Canada Act. The letter will stress the urgent need to modernize Highway 17 within the County of Renfrew, an important section of the Trans-Canada Highway. It will note FONOM's confirmation that if Ontario formally puts this project forward as a priority, the federal government is prepared to fund up to 50 per cent of the cost. The letter will also emphasize that improving Highways 11 and 17, particularly Highway 17 in Renfrew County, clearly meets nation-building goals, including improving safety, supporting economic growth, strengthening national security, encouraging Indigenous participation, increasing climate resilience, and being ready to build, given Ontario's planned 2+1 pilot project. The letter will call for a clear and public federal commitment to help secure full provincial participation.
- County Council adopted a by-law approving the Trail Wayfinding and Commercial Signage policy. A draft version of the policy was first shared with Council in August 2025 for review and feedback. Since then, minor updates were made in consultation with the Economic Development Division and trail partners, including OVCATA, the Renfrew County ATV Club, OFSC District 6 (Snow Country), and the Ontario Federation of Trail Riders. The policy outlines how businesses can apply for commercial signage along County trails and also supports the installation of additional wayfinding and trail-related infrastructure to enhance the trail experience.
- The Operations Committee approved the 2026 Recreational Trail Works Plans and Budgets as presented for the Algonquin Trail, the K & P Recreational Trail, and the currently unnamed trail over the former CN Line. The approved 2026 Budget includes maintenance funds in the amount of \$200,000 for Algonquin Trail, \$25,000 for K & P Recreational Trail, and \$40,000 for CN Rail Line. The Work Plan for the trail on the former CN Line is contingent on the finalization of the transfer from the Townships of Laurentian Valley and Whitewater Region; which is nearing completion.

- The approved contracts/tenders were as follows:
  - For supply and delivery of light towers, as submitted by Eastrock Equipment, Vars, Ontario, in the amount of \$34,802.50, plus applicable taxes.
  - For the manufacture, supply and delivery of a culvert, as submitted by Armtec Incorporated, Cambridge, Ontario, culvert in the amount of \$82,795.80, plus applicable taxes.
  - For the replacement of County Structure C308 (Tomasinis Culvert), located in the Township of Killaloe, Hagarty and Richards, as submitted by Thomas Cavanagh Construction Limited, Pembroke, Ontario, for aggregate supply and/or supply and delivery rates in the upset amount of \$58,960.00, plus applicable taxes.
  - For the purchase of one 3-ton truck and plow unit, as submitted by Everest Equipment, Ayer's Cliff, Québec in the amount of \$250,000.00, plus applicable taxes.
  - For rehabilitation of County Roads 1 (River Road) and 20 (Castleford Road), in the Township of Horton, as submitted by McCrea Excavating Limited, Pembroke, Ontario in the amount of \$1,128,019.20, plus applicable taxes.
  - For Street Sweeping Urban Areas (County Portions only) as submitted by Kerry Mullen, (16000053 Canada Inc.), L'Isle Aux Allumettes, Quebec in the amount of \$40,080.00 plus applicable taxes.
  - The Weed Control tender has been extended through the 2026 fiscal year with the service being provided by Wagar & Corput Weed Control, Bainsville, Ontario at a cost of \$6,542.15.
  - For two tandem truck and plow units as submitted by Freightliner North Bay, North Bay, Ontario for a net cost of \$917,966.78.
  - For supply and delivery of high-density Polyethylene (HDPE) Culverts. The culverts included intended for replenishing inventory for future culvert replacement needs (Part A); replacement of culverts on County Road 69 (Siberia Road) (Part B); replacement of culverts on County Roads 508 (Calabogie Road) and 653 (Chenaux Road) (Part C); and supply to the Township of Greater Madawaska (Part D). The tender was awarded to Ontario Agra Piping and Supplies Incorporated with the County of Renfrew's portions (Parts A, B and C) totalling \$194,072.
  - For the rehabilitation of County Road 653 (Chenaux Road), from 0.18km to 1.06km north of Highway 17, a distance of approximately 0.88km in the Township of Whitewater Region, as B.R. Fulton Construction Ltd., Renfrew, Ontario in the amount of \$571,965.00, plus applicable taxes.
  - For a Hydrovac Trailer, as submitted by Amaco Construction Equipment, Mississauga, Ontario, for a net cost of \$92,856.00.
  - For the rehabilitation of County Road 66 (Wilno South Road), from Highway 60 to Inukshuk Road, a distance of approximately 2.93km in the Township of Killaloe, Hagarty and Richards, awarded to Bonnechere Excavating Incorporated, Renfrew, Ontario, in the amount of \$1,127,929.48, plus applicable taxes.
- County Council adopted a by-law to appoint By-law Enforcement Officers for the Corporation of the County of Renfrew: Kevin Raddatz, Manager of Real Estate; and Pro-Tec 5 Incorporated, Pembroke, Ontario.
- County Council adopted a by-law approving the alterations to County Roads and Structures for the 2026 construction season. Approval of the alterations to a highway is intended to be the final step in the design process, where Council authorizes the work to proceed, subject to the budget and tender process. The approval is intended to apply only to those Capital Projects, which would result in alterations to the highway that could affect a person's access to and from

their land, or that could significantly restrict or alter the use of the highway for a period of time. Only those projects that involve significant alterations are presented for approval. The By-law sets out 16 rehabilitation projects on County Roads, five bridge rehabilitation projects and the rehabilitation/reconstruction of five culverts.

## **Additional Information**

**Craig Kelley, Chief Administrative Officer/Deputy Clerk**

613-735-7288

**CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY**

**2026-19**

**Being a By-Law to amend By-Law 2025-23, being a By-Law to regulate the disposing of waste and recyclables at the Waste Disposal Sites within the Township of Admaston/Bromley.**

WHEREAS Sections 11(3), of the Municipal Act, 2001 and amendments thereto, authorizes a municipality to pass by-laws respecting matters within the spheres of jurisdiction, including waste management;

NOW THEREFORE the Council for the Township of Admaston/Bromley enacts as follows:

- 1) That Schedule "B" of By-Law 2025-23 be repealed and replaced with the attached Schedule "B" of this By-Law for Waste Site Hours and said schedule shall form part of By-Law 2025-23 at passing thereof.
- 2) All other requirements and regulations of By-Law 2025-23 shall remain the same.
- 3) This By-Law shall take effect and come into full force on June 1, 2026 upon the passing thereof.

Read a first and second time this 2<sup>nd</sup> day of April, 2026.

Read a third time and finally passed this 2<sup>nd</sup> day of April, 2026

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Mayor

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CAO/Clerk

***SCHEDULE "B"***  
***to By-Law 2025-23***

**WASTE SITE HOURS**

**Summer Hours (June 1 – August 31)**

<b>Osceola Landfill</b>	Wednesday	12:00 PM to 7:00 PM
	Saturday	9:00 AM to 4:00 PM
	Sunday	12:00 PM to 4:00 PM
<b>Douglas Transfer Station</b>	Saturday	9:00 AM to 4:00 PM
<b>Stone Road Transfer Station</b>	Wednesday	12:00 PM to 7:00 PM
	Saturday	9:00 AM to 4:00 PM
	Sunday	12:00 PM to 4:00 PM

**Winter Hours (September 1 – May 31)**

<b>Osceola Landfill</b>	Wednesday	9:00 AM to 4:00 PM
	Saturday	9:00 AM to 4:00 PM
	Sunday	10:00 AM to 4:00 PM
<b>Douglas Transfer Station</b>	Saturday	10:00 AM to 4:00 PM
<b>Stone Road Transfer Station</b>	Wednesday	9:00 AM to 4:00 PM
	Saturday	9:00 AM to 4:00 PM

All sites are **CLOSED** Christmas Day, Boxing Day, New Year's Day, and Canada Day.

Dates will be amended from time to time to ensure that the Landfill and Transfer Stations are open to offset holidays noted above. Please check the municipal website for updated information.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2026-20

**BEING A BY-LAW AUTHORIZING THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY TO ENTER INTO AN AGREEMENT WITH HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF ONTARIO REPRESENTED BY THE MINISTER OF EMERGENCY PREPAREDNESS AND RESPONSE**

**WHEREAS** the Ministry of Emergency Preparedness and Response has approved funding in the amount of up to \$50,000 to the Corporation of the Township of Admaston/Bromley under the Community Emergency Preparedness Grant (CEPG) 2026;

**NOW THEREFORE**, the Council of the Township of Admaston/Bromley enacts as follows:

- 1) The Mayor and CAO/Clerk are hereby authorized to execute the Agreement (Schedule "A") between the Ministry of Emergency Preparedness and Response and the Corporation of the Township of Admaston/Bromley.
- 2) That the said agreement attached hereto shall form part of this by-law.

Read a first and second time this 2<sup>nd</sup> day of April, 2026.

Read a third time and finally passed this 2<sup>nd</sup> day of April, 2026.

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Mayor

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CAO/Clerk

**CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY**

**By-Law No. 2026-21**

**Being a By-Law amend By-Law 2023-44 being a By-Law to Establish a  
Schedule of Fees for Municipal Services**

**WHEREAS** s. 11 (3) 6. – a lower tier municipality and an upper tier municipality may pass by-laws, subject to the rules set out in subsection (4), respecting matters within the following spheres of jurisdiction: Drainage and flood control, except storm sewers.

**AND WHEREAS** s. 391 (a) of the Municipal Act, 2001 and various other statutes authorize a municipality to impose fees or charges on a person for services or activities provided or done by or on behalf of it.

**NOW THEREFORE** the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That Section Part 2 – FEES & SERVICES is amended to amend the following fee:  
**NSF Charge                      \$10 per incident**
2. That this By-Law shall come into force and take effect immediately upon the passage thereof.

Read a first and second time this 2<sup>nd</sup> day of April 2026.

Read a third time and finally passed this 2<sup>nd</sup> day of April 2026.

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MAYOR

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CAO/CLERK

**ACTION TRACKING LIST**

	Updated Information
	NEW

Date	Item	Assigned To	Due Date	Current Status
November. 2020	Shared Services	CAO/Clerk	continuing	The CAO/Clerk is provide Council with Regular updates.
Sept. 2023	Douglas Beach	CAO/Clerk	continuing	Investigate ideas to rejuvenate beach
Jan. 2025	Fire Hall Needs Analysis	CAO/Clerk & Fire Chief	2026	Determine the needs and requirements of a Fire Hall for a Volunteer Fire Department
Dec. 2025	Barr Line Community Centre Review	CAO/Clerk	2025	Rehabilitation of BLCC
Jan. 2025	Comprehensive Zoning By-law Review	CAO/Clerk & County Planning Division	2025	Complete a review and revision of the Comprehensive Zoning By-Law
Jan. 2025	Taste of the Valley	CAO/Clerk	2026	Taste of the Valley 2026
June. 2025	Strategic Plan Action Tracking List Quarterly	CAO/Clerk	continuing	quarterly updates
Sept. 2025	Waste Management Update	CAO/Clerk & Public Works Superintendent	continuing	quarterly updates
Jan. 2026	Diligent Agenda Management	CAO/Clerk	2026	New Agenda and Minutes site on website

# Monitoring Plan: Reporting format



2025-2026 Priorities		
Initiatives by end of 2026	Champion	Status
Re-establish appropriate contributions to reserves	CAO/Clerk & Treasurer-Deputy CAO/Clerk	Council has through the 2026 Budget allocated contributions to reserves.
Long Term Financial Plan	CAO/Clerk & Treasurer-Deputy CAO/Clerk	
Find Efficiencies	CAO/Clerk & Senior Managers	
Be Ready to Capitalize on Funding Opportunities	CAO/Clerk & Managers Senior	Staff were successful in the Community Emergency Preparedness Grant that will see the BLCC receive a generator as it is the alternate Emergency Operations Centre. In addition, staff are working on applying for the Enhancing Access to Spaces for Everyone (EASE) Grant for accessibility measures at both the BLCC and the Township office
Develop a plan for a Modern Fire Hall	CAO/Clerk & Chief Fire	
Review and implement realistic levels of service	CAO/Clerk & Managers Senior	
Establish plan and goals to maintain infrastructure	CAO/Clerk & Managers Senior	
Build more accessible website	CAO/Clerk	
Improve Communications	CAO/Clerk	
Economic Development & Tourism	CAO/Clerk	The CAO/Clerk has been working on economic development initiatives. One was discussed this evening.

Updates

New Information

Completed

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2026-22

**A BY-LAW TO CONFIRM PROCEEDINGS OF  
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY  
AT THE COUNCIL MEETING HELD APRIL 2<sup>nd</sup>, 2026.**

**WHEREAS** Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

**AND WHEREAS** it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

**THEREFORE** the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 2<sup>nd</sup> day of April, 2026 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 2<sup>nd</sup> day of April 2026.

READ a third time and finally passed this 2<sup>nd</sup> day of April 2026.

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Mayor

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CAO/Clerk