

CORPORATION OF TOWNSHIP OF ADMASTON/BROMLEY

FIRST MONTHLY MEETING

Council met for their first monthly meeting at the Municipal Council Chambers on Thursday, December 5, 2019 at 7:30 pm. Present were Mayor Michael Donohue, Deputy Mayor Mike Quilty, Councillors Bob Hall and Robert Dick. Councillor Kevin LeGris was absent.

Staff members present were Deputy Clerk-Treasurer Mitchell Ferguson and Clerk-Treasurer Annette Gilchrist.

Mayor Donohue called the meeting to order followed with a moment of silence.

Resolution No. 01/12/19

Moved by Mike Quilty, seconded Robert Dick

Be it resolved that Council accept the agenda as presented this date.

“Carried”

The November 21, 2019 regular minutes were provided to Council for approval and the following resolution was passed:

Resolution No. 02/12/19

Moved by Mike Quilty, seconded by Robert Dick

Be it resolved that Council accept the minutes of the regular Council meeting held November 21, 2019.

“Carried”

Mayor Donohue welcomed Town of Renfrew Recreation Direction Kevin Hill who presented a Map and User Data regarding our shared services agreement.

Planning and Economic Development Committee - Chair Bob Hall,
Committee Member Kevin LeGris

The Building and Sewage Reports for September and October were reviewed by Council and the following Resolutions were passed:

Resolution No. 03/12/19

Moved by Bob Hall, seconded by Robert Dick

Be it resolved that Council accepts the September 2019 Building and Sewage Report.

“Carried”

Resolution No. 04/12/19

Moved by Bob Hall, seconded by Robert Dick

Be it resolved that Council accepts the October 2019 Building and Sewage Report.

“Carried”

The following reports were reviewed by Council and accepted as information:

- The October 2019 Planning Activity Report
- A letter to AMO and OMAFRA regarding a request for extension for the Main Street Revitalization Fund.

Community Service Committee Chair Kevin LeGris, Committee Member Bob Hall

The following reports were reviewed by Council and accepted as information:

- Requirements to satisfy the Accessibility Compliance Report due December 31st, 2019
- October Library Board Minutes and November Librarians and Treasurers Report

A By-Law to authorize an agreement with the Township of Bonnechere Valley for Enforcement Services was considered by Council and the following resolution was passed:

Resolution No. 05/12/19

Moved by Bob Hall, seconded by Mike Quilty

Whereas Council deems it necessary to enter into an agreement for the provisions of enforcing its animal control and other By-Laws;

Whereas the Township of Bonnechere Valley has a By-Law Enforcement Officer under its employ;

Now therefore be it resolved that that Council approves By-Law 2019-48 to authorize the Mayor and Clerk-Treasurer to enter into an agreement with the Township of Bonnechere Valley in order to provide By-Law Enforcement Services when required;

And Further that By-Law 2019-48 shall come into force and take effect December 1st, 2019.

“Carried”

Finance and Administration Committee - Chair Michael Donohue, All of Council

The following reports were reviewed by Council and accepted as information:

- Cash Management Report dated October 31st, 2019
- Financial Indicator Review for 2018

Council reviewed two Expressions of Interest for the Municipal Modernization Program and the following resolutions were passed:

Resolution No. 06/12/19

Moved by Mike Quilty, seconded by Robert Dick

Be it resolved that Council approves proceeding with the joint submission of the Expression of Interest for the Municipal Modernization Program with some or all of the partners of the Local Efficiency Group (LEG);

And furthermore, Council instructs staff to commence drafting an RFP (Request for Proposal) for the following:

- An individual Service Delivery Review for all participating municipalities
- Service Delivery Review for the Local Efficiency Group

“Carried”

Resolution No. 07/12/19

Moved by Mike Quilty, seconded by Robert Dick

Be it resolved that Council approves proceeding with the Township's submission of the Expression of Interest for the Municipal Modernization Program to complete a Service Delivery Review as it relates to Infrastructure Services.

“Carried”

Council accepted a resignation letter from Clerk-Treasurer Annette Gilchrist. Council thanked Annette for her years of service and dedication and accepted her letter with regret.

Council reviewed a report and recommendations brought forward from the Finance and Administration Committee meeting held December 3rd, 2019 and the following resolutions were passed:

Resolution No. 08/12/19

Moved by Mike Quilty, seconded by Robert Dick

Whereas the Finance and Administration Committee reviewed a report on corporate restructuring and made the following recommendations to Council;

Now therefore be it resolved:

1. That Council approve increasing the hours for the Office Assistant from 0.5 FTE to 1.0 FTE and change the title to Finance Assistant to be posted internally.
2. That Council approve increasing the hours for the Roads Secretary from 0.5 FTE to 1.0 FTE and change the title to Public Works Assistant to be posted internally.
3. That job descriptions be reviewed and revised as appropriate.

“Carried”

Resolution No. 09/12/19

Moved by Mike Quilty, seconded by Robert Dick

Whereas the Finance and Administration Committee reviewed a report on the departure and recruitment of the Clerk-Treasurer Position and made the following recommendations to Council;

Now therefore be it resolved:

1. That Council approve Annette Gilchrist's last day worked as December 31st, 2019.
2. That Council appoint Mitchell Ferguson Acting Clerk-Treasurer effective January 1st, 2020

“Carried”

Protective Services - Chair Mike Quilty, Committee Member Robert Dick

The following reports were reviewed by Council as accepted as information:

- October Fire Committee Minutes and November Fire Chief's Report
- Town of Amherstburg Declaration of Climate Emergency
- Community Safety Well-Being Meeting Report
- Media Release and Summary from Special Advisor report re: Flooding

By-Laws

Resolution No 10/12/19

Moved by Robert Dick, seconded by Mike Quilty

That the By-Laws listed below dated December 5, 2019 be enacted and passed:

- By-Law 2019-48 Being a By-Law to authorize entering into an agreement with the Township of Bonnechere Valley to provide Animal Control and By-Law Enforcement Services

“Carried”

Confirmatory By-Law

Resolution No 11/12/19

Moved by Robert Dick, seconded by Mike Quilty

THAT By-Law No 2019-49, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held December 5, 2019 be now numbered, deemed read three times and passed.

“Carried”

Resolution No. 12/12/19

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT the Thursday December 5 2019 Admaston/Bromley Council meeting be adjourned at 9:10 p.m.

“Carried”

Mayor

Clerk/ Treasurer