



Protective Services Committee

AGENDA

**Thursday, July 22, 2021
at 1:00 p.m.**

1. Call meeting to order
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Adoption of Minutes – [June 17, 2021](#)
5. [Fire Hall Expansion](#)
6. [Fire Chief Succession Plan](#)
7. Next Meeting
8. Adjournment

TOWNSHIP OF ADMASTON/BROMLEY
PROTECTIVE SERVICES COMMITTEE
MINUTES

Thursday, June 17th, 2021
At 6:00 p.m.

Chair Mike Quilty and Committee Members Robert Dick and Michael Donohue were present via electronic participation.

Also in attendance were Councillor Bob Hall, Clerk/Treasurer Allison Vereyken and Public Works Superintendent Chris Kunopaski.

1. Chair Mike Quilty called the meeting to order at 6:00 p.m.

Due to the difficulty of performing the duties of the chair via telephone the following resolution was passed:

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Committee appoint Michael Donohue as Chair for the Protective Services Committee meeting held June 17th, 2021 due to difficulties of Chair Mike Quilty performing the duties via electronic participation.

“Carried”

2. Declaration of Pecuniary Interest – none
3. Approval of Agenda

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Committee approve the agenda for the June 17, 2021 Protective Services Committee as presented this date.

“Carried”

4. The minutes of the March 19, 2021 meeting were reviewed and the following resolution was passed:

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Protective Services Committee approve the minutes of the meeting held on March 19, 2021.

“Carried”

5. Fire Hall Survey

The Clerk/Treasurer presented the report to Committee. There was substantial discussion around the survey presented in principal to Committee and the outcome of building a truck storage building for the Fire Department. The discussion resulted in Committee noting that there would not be a requirement for a second entrance off King Street to accommodate the trucks. The Committee discussed whether there would be value in stopping up and closing the northern part of Hill Street with the Clerk/Treasurer noting that the County of Renfrew stated that in the event the Township stopped up and closed it for their own use there would not be a requirement to convey any portion to neighbouring properties. Upon no further discussion the following resolution was passed:

Moved by Robert Dick, seconded by Mike Quilty

WHEREAS the Clerk/Treasurer was requested to have the surveyor complete the survey of lots 130 and 131 for the Township of Admaston/Bromley;

NOW THEREFORE BE IT RESOLVED THAT the Protective Services Committee approve the survey as presented this date.

“Carried”

6. Next Meeting was noted to be at the call of the Chair.

7. Adjournment

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that the Thursday, June 17th, 2021 Protective Services Committee adjourn at 6:29 p.m.

“Carried”

Chair

Clerk

Township of Admaston/Bromley

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REPORT

Date: July 22, 2021
To: Council
From: Fire Committee
Re: Library Board Member

Background:

As Council will recall the Township applied to the ICIP COVID funding stream in the amount of \$100,000 for the expansion of the Fire Hall. Council will also recall directing the Clerk/Treasurer to complete the survey of lots 130 and 131 prior to presenting any expansion options.

Discussion:

On June 24th, 2021 the Fire Committee along with members of the Protective Services Committee met on site at the Fire Station in Douglas to review options for the Fire Hall Expansion.

The survey of lots 130 and 131 has been completed. The Township is still awaiting final approval for the ICIP COVID funding in the amount of \$100,000 that would be required to be utilized prior to December 31, 2022.

The Fire Committee provides the following bullet points on the expansion:

- Building – attach to existing building
- 44 x 80 size with wood frame and steel cladding
- 4 bays
- 3 doors (16' x 14' wide solar)
- Build on angle from existing building
- In floor heat (propane)
- One bay – equipment room/bathroom/showers
- IFC Foundation
- Back-up generator system
- Septic – relocate with a pump chamber

- Ground and floor drainage
- Ontario Hydro will determine needs

The Fire Committee provides the following wish list:

- Storage mezzanine above equipment room
- Redo outside to match existing building

The Fire Chief will provide drawings at the meeting.

Financial Implications:

None at this time.

People Consulted:

Fire Chief

Deputy Fire Chief

Fire Committee

Members of the Protective Services Committee

Public Works Superintendent

Recommendation for Council:

There was no recommendation provided for Council.

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REPORT

Date: July 22, 2021
To: Council
From: Allison Vereyken
Re: Fire Chief Succession Plan

Background:

As Council will recall current Fire Chief provided notice of retirement as of October 31, 2021.

Discussion:

The Township has been notified of funding to be received through the Modernization Intake 2 Funding Stream for an internal review of the Township and the structure. The recommendation from staff would be to complete this review prior to hiring a new Fire Chief. The recommendation would be to have an Acting Chief until such time the review is complete and then complete the hiring process.

The recommendation is due to the fact that if the structure is proposed and accepted to change, there will be changes in job descriptions and a pay equity review completed on the new descriptions which could affect employees.

Financial Implications:

None at this time.

People Consulted:

None.

Recommendation for Council:

BE IT RESOLVED THAT the Protective Services Committee recommend to Council holding off the hiring process for a new Fire Chief until such time the internal review is complete.