



Protective Services Committee

AGENDA

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

The Protective Services Committee is currently meeting via electronic methods. To attend the meeting follow the link below or use the telephone number listed:

Join Zoom Meeting

<https://us02web.zoom.us/j/82430453353>

OR

+1 613 209 3054 Canada

Meeting ID: 824 3045 3353

1. Call meeting to order
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Adoption of Minutes – [March 19, 2021](#)
5. [Fire Hall Survey](#)
 - i) [Report from March 19th, 2021 meeting](#)
 - ii) [Report from Council meeting April 1, 2021](#)
 - iii) [Draft Survey](#)
 - iv) [Draft Survey with Mark Up](#)
6. Next Meeting
7. Adjournment

TOWNSHIP OF ADMASTON/BROMLEY
PROTECTIVE SERVICES COMMITTEE
MINUTES

Friday, March 19, 2021

At 1:00 p.m.

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

Also in attendance were Councillors Kevin Legris and Robert Dick, Clerk/Treasurer Allison Vereyken and Deputy Fire Chief Bill McHale.

1. Chair Mike Quilty called the meeting to order at 1:00 p.m.
2. Declaration of Pecuniary Interest – none
3. Approval of Agenda

Moved by Michael Donohue, seconded by Robert Dick

BE IT RESOLVED THAT the Committee approve the agenda for the March 19, 2021 Protective Services Committee as presented this date.

“Carried”

4. The minutes of the March 3, 2021 meeting were reviewed and the following resolution was passed:

Moved by Michael Donohue, seconded by Robert Dick

BE IT RESOLVED THAT the Protective Services Committee approve the minutes of the meeting held on March 3, 2021.

“Carried”

5. DZ Driver’s Licenses

The Clerk/Treasurer along with the Deputy Fire Chief presented the report related to the Township funding the Fire Department for members to attend training to get their DZ licenses.

Upon consideration the Committee made the following recommendation to Council:

Moved by Michael Donohue, seconded by Robert Dick

BE IT RESOLVED that the Protective Services Committee recommend to Council the inclusion of the \$2,000 funds in the 2021 budget to begin the process of all firefighters being trained to obtain a DZ license for liability, safety and assurance of a timely response by the Fire Department under Option 2 presented.

“Carried”

Deputy Fire Chief Bill McHale vacated the meeting.

6. Municipal By-Law Enforcement

The Clerk/Treasurer presented the report to Committee and upon no further discussion the following resolution was passed:

Moved by Michael Donohue, seconded by Robert Dick

WHEREAS the Clerk/Treasurer was to investigate alternative options for By-Law Enforcement Services;

NOW THEREFORE BE IT RESOLVED that the Protective Services Committee recommend to Council the hiring of Municipal Law Enforcement Services on an hourly basis for the 2021 year at a rate of \$35.00 per hour.

“Carried”

7. Survey for Fire Hall

The Clerk/Treasurer presented the report to Council and upon no further discussion the following resolution was passed:

Moved by Michael Donohue, seconded by Robert Dick

WHEREAS the Township of Admaston/Bromley Operations Committee deferred the advancement of the surveying for lots 130 and 131;

NOW THEREFORE BE IT RESOLVED that the Township of Admaston/Bromley Protective Services Committee recommends that staff bring forth a report to Council to proceed with the surveying for lots 130 and 131.

“Carried”

8. Fire Committee

The Clerk/Treasurer presented the report to Council. After much discussion the following resolution was passed:

Moved by Michael Donohue, seconded by Robert Dick

WHEREAS the Clerk/Treasurer was requested to meet with the Fire Committee and it was determined that there are no written Terms of Reference for the Committee and/or Roles and Responsibilities;

NOW THEREFORE BE IT RESOLVED that the Township of Admaston/Bromley Protective Services Committee recommend Option 2 to Council.

“Carried”

Michael Donohue requested a recorded vote on the resolution with the following resulting from the recorded vote:

POSITION	NAME	FOR	AGAINST
Councillor	Robert Dick	X	
Deputy Mayor, Chair	Mike Quilty	X	
Mayor	Michael Donohue	X	

The discussion resulted in the following resolution being passed:

Moved by Michael Donohue, seconded by Robert Dick

BE IT RESOLVED THAT the Protective Services Committee direct the Clerk/Treasurer to bring forward information on an advisory board in relation to fire services.

“Carried”

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

10. Adjournment

Moved by Michael Donohue, seconded by Robert Dick

BE IT RESOLVED that the Friday, March 19th, 2021 Protective Services Committee adjourn at 2:22 p.m.

“Carried”

Chair

Clerk

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

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E-Mail Address – info@admastonbromley.com

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613-646-7918 Cobden Road Garage**

REPORT

Date: June 17th, 2021
To: Protective Services Committee
From: Allison Vereyken
Re: Fire Hall Survey

Background:

As Committee will recall at the March 19th, 2021 meeting staff brought forth a recommendation to proceed with the survey to be completed for lots 130 and 131 in relation to the Fire Hall. At the April 1, 2021 Council meeting it was approved by resolution to proceed.

Discussion:

Staff directed the surveyor to complete the works as presented to Committee. Attached is the draft survey for Committee consideration.

Financial Implications:

The financial implications for the survey are approximately \$2,500.

Recommendation for Committee:

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.

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REPORT

Date: March 19, 2021
To: Protective Services Committee
From: Allison Vereyken
Re: Douglas Fire Hall Expansion - Surveying

Background:

A timeline on the discussions and decisions for the potential closure of Hill Street is noted below for Council review:

May 21, 2015 – Council Resolution

Resolution No 20/05/15

Moved by: Robert Dick, seconded by Mike Quilty

Whereas the purchase of a new fire truck is proposed for 2019 according to the Township's Capital Plan;

And Whereas the current fire hall will no longer accommodate the height of the new style of fire trucks;

Now therefore be it resolved that Council approves the closure of the unopened portion of Hill Street adjacent to the Fire Hall between Queen Street and King Street to prepare for an expansion of the Fire Hall to accommodate a new truck purchase in 2019;

And Further that the closure of the unopened portion of Hill Street will be in accordance with By-Law 2012-51 a Policy and Procedural Guide for the Stopping Up, Closing and Sale of Municipal Road Allowances.

"Carried"

September 13, 2019 – Minutes from Operations Committee

The Committee reviewed the draft R-Plan of Hill Street required for the closure in order to expand the Fire Department property for future expansion and development of a new Fire Hall which may be required due to the size of the new trucks. The tandem truck purchase is currently scheduled on the Capital Plan for 2024 and the pumper truck is scheduled for 2030. The Committee directed staff to investigate the cost of adding Lot 130 as Part 2 on the Plan to register the boundaries of municipal property next to the Fire Hall and adjacent to Hill Street.

September 26, 2019 – Minutes from Operations Committee

At the September 13th 2019 meeting the Committee directed staff to investigate the cost of adding Lot 130 as Part 2 on the Plan to register the boundaries of municipal property next to the Fire Hall and adjacent to Hill Street. The Committee reviewed the property maps and a quote of \$2,000 to include Lots 130 and 131 and the following direction was given:

Moved by Michael Donohue Seconded by Bob Hall

Be it resolved that Operations Committee direct staff to defer completion of a survey of Lots 130 and 131 in the Hamlet of Douglas until 2020;

And further that staff contact the surveyor to confirm the cost estimate for 2020.

“Carried”

Discussion:

The Federal and Provincial government provided notification of ICIP – COVID-19 Resilience Infrastructure Stream funding that will be an application base. The Township of Admaston/Bromley is eligible to apply for funding up to \$100,000. The Township was determined to be a remote area and therefore, will have until December 31, 2022 to spend any monies provided for the project.

It is being recommended from staff to apply on behalf of the expansion of the fire hall, which is deemed to be an eligible expenditure under the stream. The fire hall expansion has been in discussion since May 2015. Staff was directed to defer the completion of the surveying required to proceed with the closure of Hill Street in Douglas in late 2019. The expansion will be required in the near future with the purchase of new fire trucks/apparatus that are larger in size than the current apparatus. The expansion would also provide for a space for the public works department to park the tractor required to complete snow removal of the sidewalks in the winter.

At the Protective Services Committee meeting on December 10th, 2020 the following resolution was passed:

Moved by: Michael Donohue, seconded by Robert Dick

BE IT RESOLVED that the Township of Admaston/Bromley Protective Services Committee recommend to Council the application to ICIP COVID-19 Resilience Infrastructure Stream for the re-development of the Douglas Fire Hall.

“Carried”

The Fire Committee has provided a motion to proceed with the surveying to determine lot lines as attached.

Financial Implications:

The financial implications for the expansion are unknown at this time, but the \$100,000 would allow for surveying, proposals/engineered drawings to be completed to prepare an RFP/Tender document to receive pricing to complete the expansion as required.

Recommendation for Committee:

WHEREAS the Township of Admaston/Bromley Operations Committee deferred the advancement of the surveying for lots 130 and 131;

NOW THEREFORE BE IT RESOLVED that the Protective Services Committee recommend that staff bring forth a report to Council to proceed with the surveying for lots 130 and 131.

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REPORT

Date: April 1, 2021
To: Council
From: Allison Vereyken
Re: Douglas Fire Hall Expansion - Survey

Background:

At the March 19th, 2021 Protective Services Committee Meeting the attached report was discussed.

Discussion:

The following resolution was passed at the meeting:

Moved by Michael Donohue, seconded by Robert Dick

WHEREAS the Township of Admaston/Bromley Operations Committee deferred the advancement of the surveying for lots 130 and 131;

NOW THEREFORE BE IT RESOLVED that the Township of Admaston/Bromley Protective Services Committee recommends that staff bring forth a report to Council to proceed with the surveying for lots 130 and 131.

“Carried”

Staff will require pricing for the completion of the surveying. It is recommended that the costs of the surveying be funded from the modernization funds.

Financial Implications:

The cost is estimated to be \$2,000 - \$5,000.

People Consulted:

Protective Services Committee

Recommendation for Council:

BE IT RESOLVED THAT the Council of the Township of Admaston/Bromley approve Township staff to proceed with the completion of surveying for lots 130 and 131 to advance the potential Douglas Fire Hall expansion.

