

TOWNSHIP OF ADMASTON/BROMLEY
PROTECTIVE SERVICES COMMITTEE
MINUTES

Date: Thursday April 3rd, 2025

Present: Committee members present were Kevin LeGris (Chair), Michael Donohue, Keith Gourley, Brian Hamilton and Angela Field.

Staff members present were CAO/Clerk Jennifer Charkavi and Fire Chief Bill McHale. Also present was AV Technician Nate McIsaac. Guests in the room were Clerk Carolynn Errett, and CAO Gloria Raybone both from the Town of Renfrew.

1. Chair Kevin LeGris called the meeting to order at 6:00 p.m.
2. Declaration of Pecuniary Interest – None

Approval of Agenda

Resolution 2025-04-01

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED THAT the Protective Services Committee approve the agenda for the April 3rd, 2025 as presented meeting.

“Carried”

3. Prevention of Auto Theft Grant Report

CAO/Clerk Charkavi introduced two guests Clerk Carolynn Errett, and CAO Gloria Raybone both from the Town of Renfrew and stated they were invited to the meeting to answer any questions of the committee. CAO/Clerk Charkavi explained her report. There had been an amalgamation of the existing boards and therefore cancelled out the original grant application and now must enter into a new grant agreement should there be a decision to continue with the funding. The Town of Renfrew and the Township of Admaston/Bromley must now join together as municipalities to use the grant monies already received and work

together to get the third year of funding should the final year of funding be desirable.

Committee Member Donohue questioned the holder of the monies, monies spent and if the procurement process was followed as according to previous minutes. He also questioned the financial implications, and the audit should the Town of Renfrew not wish to continue the partnership. Ms. Errett stated that as per the Ministry, they consider the audit complete, and anything purchased in the first year would be shared between the municipalities. Committee Member Field provided further background information on when the money was received just before the end of the first year. Ms. Errett stated that the scope will change due to the monies available and is set up for reimbursement of what has been spent with a maximum allotment of the grant money.

Committee Member Donohue questioned the amounts spent on community engagement and community training, and if there will be any follow-through with the items that monies were spent on already.

Committee Member Field stated that selling off what was purchased and pivoting from the initial plan for the grant was permitted. Ms. Errett followed up by stating that the Ministry would work with the municipalities to re-shape the scope of the project. Ms. Errett stated that there would be an expectation to include traffic cameras in part of the scope.

Chair LeGris asked what consequences there would be should Admaston/Bromley decide to back out. The expenses of what was purchased would be reimbursed through the grant, and permission with justifications would need to be asked for permission of the Ministry for disposal of assets. At the end of year three the assets would be part of the municipalities. Committee Member Gourley would like to see the monies be used to benefit each municipality as the town's needs and the township's needs for community safety differ.

Resolution 2025-04-02

Moved by Michael Donohue, seconded by Keith Gourley

BE IT RESOLVED THAT the Protective Services Committee recommend to council to enter into an agreement with the Ministry of the Solicitor General for combating and preventing vehicle thefts and associated violent crimes across the province;

AND BE IT RESOLVED THAT the Protective Services Committee recommend to Council to enter into an agreement with the Town of Renfrew for the PAT grant funding for 2025-2026;

AND BE IT FURTHER RESOLVED THAT the Protective Services Committee recommend appointing Deputy Mayor Angela Field, former Admaston/Bromley Police Services Board member and current South Ottawa Valley OPP Detachment Board member and to serve on a working group with the Town of Renfrew, to administrate the Prevention of Auto Theft Grant.

“Carried”

Committee Member Gourley proposed the following resolution to be discussed.

Mayor Donohue questioned if this resolution could now even be entertained as it would be in contradiction with what the Province anticipates what it to be done with the grant monies. Ms. Errett reiterated that both parties would have to be in agreement to liquidate the assets purchased in year one and the Province would entertain the proposed use.

Resolution 2025-04-03

Moved by Keith Gourley, second by Michael Donohue

BE IT RESOLVED THAT committee bring forward recommendation to the pending working group to recommend that all residual assets that do not pertain to camera surveillance portion purchased under the joint Admaston/Bromley and Renfrew Police Service Boards Preventing Auto Theft (PAT) Grant Agreement be liquidated and the funds be allocated equally to each party involved;

AND WHEREAS the funds are equally distributed in the same manner in which the municipalities pay into the Police Services Board, being that the funds are divided equally between entities;

AND WHEREAS the divided funds be utilized individually by the parties involved between local community safety initiatives.

“Carried”

4. Firehall Needs Analysis Report

Chief McHale reviewed his report. CAO/Clerk added that the “asks” listed are needs and not wants. Committee Member Field asked if the needs can be added on with the current land the township has. Chief McHale stated the building is not an issue, but the building and parking would be. CAO/Clerk added

that the cost to renovate the existing building would not save money. Renovating the current building would be a time constraint, both with the seasons and with security of the trucks and their stored assets would be an issue. The ad-hoc committee is required as there is too much work for two people to do.

Resolution 2025-04-04

Moved by Councillor Gourley, second by Councillor Hamilton.

BE IT RESOLVED that the Protective Services Committee receives this report as information;

AND BE IT RESOLVED that the Protective Services Committee recommends to Council to create an Ad-Hoc Committee to continue the Fire Hall Needs Analysis.

“Carried”

5. Fire Department Update Report

Chief McHale reviewed his report.

Resolution 2025-04-05

Moved by Councillor Hamilton, seconded by Councillor Gourley.

BE IT RESOLVED that council receives this Fire Department Update Report as information.

“Carried”

6. Fire Truck 9658 Repair Update Report

Chief McHale reviewed his report. The truck should be back in the fire hall after repairs tomorrow. Mayor Donohue questioned how the cost for the truck rental will be covered. Treasurer – Deputy CAO/Clerk Coughlin stated that revenues from fire services that would have been charged to insurance companies would be expected to cover the costs.

Resolution 2025-04-06

Moved by Councillor Hamilton, seconded by Councillor Gourley.

BE IT RESOLVED that Committee receives this report as information and an update regarding repairs needed immediately to the Douglas Fire Truck 9658 to maintain operating standards.

“Carried”

7. Adjournment

Resolution 2025-04-07

Moved by Angela Field, seconded by Keith Gourley

BE IT RESOLVED THAT the Thursday April 3rd, 2025 Township of Admaston/Bromley Protective Services Committee be adjourned at 7:37 p.m.

“Carried”