

TOWNSHIP OF ADMASTON/BROMLEY

PROTECTIVE SERVICES COMMITTEE

MINUTES

Monday, November 18, 2024

At 6:30 p.m.

Present – Mayor Michael Donohue, Brian Hamilton, Keith Gourley, Angela Field and Kevin Legris

Staff present – CAO/Clerk Charkavi, Treasurer-Deputy CAO/Clerk Coughlin and Fire Chief McHale

1. Chair Kevin LeGris called the meeting to order at 6:33 p.m.
2. Declaration of Pecuniary Interest – None.
3. Approval of Agenda – November 18, 2024

Resolution No. 01-11-24

Moved by Angela Field

Seconded by Brian Hamilton

BE IT RESOLVED that the Protective Services Committee approve the agenda for November 18, 2024 as presented.

“Carried”

4. Proposed Fire Hall Expansion Report
 - a. Ministry of Labour, Training and Skills Development
- Firefighter’s Cancer prevention checklist
 - b. Firefighter Guidance Notes – Ontario.ca
 - c. Fire Protection Grant Guidelines

Number of repairs that have to be done to the building, in addition to some other items that have been added to the report; additional bathroom, the current Fire Hall does not have adequate showering space, a second shower is also required so that all genders can be accommodated.

Fire Chief McHale stated that the building does not need overall repairs per say, but there are some requirements coming down from the municipal level that need to be addressed. Different codes need to be met, disaster relief building.

Rely on other departments to wash turnout gear, clothes. Recommended to shower prior to leaving fire hall to reduce the transmission of contaminants. Need to have better housing for bunker gear, there is a minimum distance between each set. Plus a second set of bunker gear is soon to be a mandatory requirement, which currently we do not have space for.

Treasurer-Deputy CAO/Clerk Coughlin reiterated this was a discussion prior to budget, not looking for commitment, just for information for the committee as it is part of the budget deliberations. It can be cut at that time, opportunity for open discussions and allow staff to get quotes.

Mayor Donohue started by saying he did not disagree with the reports and he had reviewed the guidance document, however, he wanted to make sure not going outside of what the requirements were that were mandatory.

Mayor Donohue talked about the remaining grant money we had and if it was available to utilize. He understands reallocation of current communications tower is not recommended as it’s at this life span, CAO/Clerk Charkavi confirmed the current tower is currently not eligible for movement without approval of scope change, if we are denied scope change, we will not be able to utilize any of the original grant money. Staff has applied for the scope change as well as a deadline extension.

Mayor Donohue suggested we hire someone to render drawings, alongside with current engineer drawings, with needs assessment, current footprint how to utilize that, not only to provide drawings but a class estimate, class D at outset. What do we need, what is it going to look like and what is it going to cost. Coherent and cohesive plan.

Treasurer-Deputy CAO/Clerk Coughlin confirmed the ICIP Grant is a cost recovery plan. We are not in receipt of this grant; we do not have any money to return. Make application with any expenses we have incurred. The application staff submitted in 2022 has not yet been paid, CAO/Clerk Charkavi continues to diligently follow up on this.

Treasurer-Deputy CAO/Clerk Coughlin suggested an AD-HOC committee to find out what the staff requirements are at the fire hall and then utilize someone to do drawings. There were some possibilities provided to committee on how to move forward with this project.

CAO/Clerk Charkavi did express concerns with applying for grants as multiple fire departments across the country will be applying as well and we may not receive anything. She did reiterate that if it's on the budget we can get requested quotes as well as start the process.

Some committee members are concerned with the current location, not enough space for new footprint, but still in Douglas.

Mayor Donohue highly recommended that we need a dedicated fire hall that is compliant and fully functional. Pragmatic approach with what's in front of us, not based on philosophical, that's not what is confronting us right now.

Resolution No. 02-11-24

Moved by Angela Field

Seconded by Keith Gourley

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

AND BE IT RESOLVED THAT the Protective Services Committee recommends to the Finance & Administration Committee to add to the 2025 Budget a Fire Hall / Garage Fire Hall Expansion for an upset limit of \$1.2 million.

“Defeated”

Resolution No. 03-11-24

Moved by Michael Donohue

Seconded by Keith Gourley

BE IT RESOLVED THAT staff begin a “needs analysis” of a Fire Hall expansion;

AND BE IT RESOLVED THAT the Protective Services Committee recommend to the Finance & Administration Committee to set aside \$75,000 upset limit to begin the process of building a Fire Hall expansion;

AND FURTHER THAT an ADHOC Committee be created to discuss the Fire Hall expansion.

“Carried”

5. Renfrew Detachment OPP Police Services Board Budget – Cost Allocation Alternatives

Resolution No. 04-11-24

Moved by Keith Gourley

Seconded by Brian Hamilton

BE IT RESOLVED THAT the Protective Services Committee authorizes Mayor Donohue to appear as a Delegation at the November 21, 2024 Renfrew OPP Detachment Police Services Board Meeting to speak on Cost Allocation Alternatives for the cost sharing of the board's budget.

“Carried”

6. Call Alert / Call Dispatch Report

Resolution No. 05-11-24

Moved by Angela Field

Seconded by Keith Gourley

BE IT RESOLVED that the Protective Services Committee recommends to Council to move to the Call Alerting and Dispatch System with the Central Ambulance Communications Centre (CACC) effective January 1, 2025;

AND BE IT RESOLVED THAT the Protective Services Committee directs staff to incorporate this funding model into the 2025 budget once approved by Council.

“Carried”

7. Question Period

8. Next Meeting

9. Adjournment

Resolution No. 05-09-24

Moved by Brian Hamilton

Seconded by Keith Gourley

BE IT RESOLVED that the Monday November 18, 2024, Protective Services Committee meeting adjourned at 8:10 pm.

“Carried”

Chair

CAO/Clerk