

TOWNSHIP OF ADMASTON/BROMLEY
PROTECTIVE SERVICES COMMITTEE

MINUTES

Tuesday, August 12, 2025

At 4:30 p.m.

Present – Mayor Michael Donohue, Angela Field and Kevin Legris

Staff present – CAO/Clerk Jennifer Charkavi, Treasurer-Deputy CAO/Clerk Kelly Coughlin, Fire Chief Bill McHale and Finance Clerk Amanda Ryan

1. Chair Kevin LeGris called the meeting to order at 4:33 p.m.
2. Declaration of Pecuniary Interest – None.

Approval of Agenda – August 12, 2025

Resolution No. 01-06-25

Moved by Angela Field

Seconded by Michael Donohue

BE IT RESOLVED that the Protective Services Committee approve the agenda for the August 12, 2025 as presented.

“Carried”

3. Communications Tower Report

Fire Chief McHale reviewed his report. He wished to reiterate that the tower that is presently there is working. However, with the ICIP funding scope change a new tower can be purchased. From the previous meeting clarifications were requested.

Frontline Communications provides an in-stock CSA approved used 90 foot galvanized steel angle iron tower installed on a concrete base which provides a better structure for holding ice and snow and is less wind resistant than a tubular tower. Bearcom provides a CSA approved solid tubular steel tower which would have to be ordered from their supplier which has more strength than an angle tower to hold more equipment with the potential of renting out space. In addition to choosing a tower, the awarded company would be the supplier of the communications equipment which includes the items needed in the structure at the base of the tower in the “dog house” which is not part of the quotes. For the rental option, using space on the tower at Pinnacle Hill, there is room on the tower for equipment, but may not be room in the dog house. There may also be the potential that the present tower owner sell to another communications company which could make the rental cost more volatile. There would also be maintenance fees in addition to the rental fees that would be shared with other tenants on the tower.

CAO/Clerk Charkavi brought forward information to answer questions posed at a previous meeting. Both the Frontline Communications and Bearcom confirmed that their quotes included costs for concrete bases. It was confirmed that our present tower is in good shape, however, it cannot be climbed, and the use of a crane would be required.

Mayor Donohue stated that with regards to the quote in renting the tower, he does not see it as an issue should the existing company sell the tower to another company. He explained his thought process in supporting the purchase outright opposed to the rental. Chair LeGris explained that he had thought renting the tower and equipment was a better option, however noted that the breakeven would be ten years opposed to the potential forty years of life buying outright could provide.

Chief McHale stated that information received came little by little as there were different ideas while continuing conversations with the companies who were providing the quotes.

Mayor Donohue highlighted the communications map information that had been included with the last council meeting package when the towers were discussed. CAO/Clerk Charkavi added that with one of quotes received where the company included these maps, the higher tower that was quoted would provide the ability for the firefighters to talk to one another on the radios across the township.

Chief McHale stated his concern with the Bearcom quote with regards to the cement base. There may be additional costs should the soil sample deem that a larger base that what was quoted is required. There is a drastic difference in quoted cement pad sizes in the two main quotes.

Mayor Donohue raised concern about being sure that we would not be in contravention of our procurement by-law with the company who has not given us an updated price from over a year ago. CAO /Clerk Charkavi stated that the Fire Chief had reached out to company, and they were not willing to provide a more up to date quote. The company is standing by what was submitted.

Resolution No. 01-06-25

Moved by Michael Donohue

Seconded by Angela Field

BE IT RESOLVED that the Protective Services Committee recommend to Council to approve the purchase of the Communications Tower and the installation of the tower and communication equipment and the building of an equipment shed;

AND BE IT RESOLVED THAT the Protective Services Committee recommend to Council approve purchasing the tower and installation of the tower and communications equipment from Bearcom as per their quote received;

AND BE IT FURTHER RESOLVED THAT the Protective Services Committee recommend to Council that the project be funded through the ICIP Covid funding stream \$61,840 for the expansion of the Fire Hall garage tower and that the remainder of the funds required be financed through the reserve set aside for a Fire Hall Analysis in 2025 which was \$75,000 for a total of \$136,840 for the whole project.

Recorded Vote

Councillor LeGris – For
Deputy Mayor Field – For
Mayor Donohue - For

“Carried”

4. Question Period

None

5. Next Meeting– At the call of the Chair

6. Adjournment

Resolution No. 03-08-2025

Moved by Angela Field

Seconded by Michale Donohue

BE IT RESOLVED that Tuesday August 12, 2025 Protective Services Committee meeting adjourned at 5:17 p.m.

“Carried”

Chair

CAO/Clerk