



MULMUR-MELANCTHON FIRE BOARD MINUTES

January 21, 2025

Present: Bill Neilson, Chair – Melancthon Township
Kim Lyon, Vice Chair – Mulumur Township
Earl Hawkins – Mulumur Township
Ralph Moore – Melancthon Township
Mathew Waterfield – Fire Chief
Everhard Olivieri-Munroe – Deputy Fire Chief
Roseann Knechtel – Secretary

1. **Call to Order**

The Secretary called the meeting to order at 7:02 p.m.

2. **Appointment of a Chair**

Moved by Moore and Seconded by Hawkins

That Bill Neilson be appointed Chair for the year 2025.

Carried.

The Secretary handed over the meeting to Chair Neilson.

3. **Appointment of a Vice Chair**

Moved by Hawkins and Seconded by Moore

That Kim Lyon be appointed Vice Chair for the year 2025.

Carried.

4. **Appointment of a Secretary**

Moved by Lyon and Seconded by Hawkins

That Roseann Knechtel be appointed Secretary for the year 2025.

Carried.

5. **Land Acknowledgement**

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

6. **Approval of the Agenda**

Moved by Lyon and Seconded by Hawkins

That the agenda be approved.

Carried.

7. **Minutes of the Previous Meeting**

Moved by Lyon and Seconded by Moore

That the minutes of December 2, 2024 be approved.

Carried.

8. **Declaration of Pecuniary Interest - None**

9. **Administration**

9.1 **Simulcast Radio System Verbal Update**

Chief Waterfield provided a verbal update on the Simulcast Radio Project and noted that a timeline for completion has yet to be established, as they are working on getting Shelburne and Grand Valley up and running. Chief Waterfield advised that the Fire Departments are considering obtaining another channel to provide each department with an independent channel and eliminate the need to share. This channel would need to be approved by Industry Canada and would cost an additional \$130,000-\$150,000. It is proposed that this cost would be shared between the three departments. Chief Waterfield noted that the chances of all three fire departments attending major calls at the same time is unlikely, and that the channel may not be required.

9.2 **Annual Bylaw and Agreement Review**

- **Township of Mulmur – Establishing and Regulating By-law 2013**
- **Township of Melancthon - Establishing and Regulating By-law 2014**
- **Mulmur-Melancthon Fire Board Agreement 2010**

Members reviewed the above by-laws and agreements. Updates to the Establishing and Regulating By-laws are deferred until decisions regarding board structures are made and greater direction is received from the County Fire Coordinator.

9.3 **Annual Policy Review**

- **Procedural Policy**
- **Abuse and Neglect Policy**
- **Capital Asset Policy 2020**
- **Code of Conduct Policy**
- **Disposition of Land Policy 2023**

- **Hiring Policy 2021**
- **No Towing Policy 2020**
- **Procurement Policy 2021**
- **Progressive Discipline Policy 2021**
- **Use of Hall and Equipment Policy 2020**
- **Wage Administration Policy 2023**

Members reviewed the above policies and did not identify any required changes at this time.

9.4 General Fire Chief Update

Chief Waterfield provided the following updates:

- MMFD attended 111 calls in 2024, the 3rd highest call volume in Dufferin behind Orangeville and Shelburne.
- 4 calls for service have been received to date in 2025.
- A grant has been received from the Fire Marshal's Public Fire Safety Council for educational materials and training.
- MMFD has received a grant for a bunker gear dryer.
- The new Pumper is now operational.
- Members are now registered on the online training portal.

10. Information Items

10.1 Accounts

10.2 Town of Tillsonburg: Fire Communications Service Agreement

Chief Waterfield advised the Town of Orangeville will be going out to tender for dispatch in 2025, and that an extension has been granted from the Town of Tillsonburg to provide dispatch services to the end of 2025.

Moved by Moore and Seconded by Lyon

That the Mulmur-Melancthon Fire Board received the items as information.

Carried.

11. Adjournment

Moved by Hawkins and Seconded by Lyon

That we do now adjourn at 7:39 p.m. to meet again on March 25, 2025 at 5:00 p.m., or at the call of the Chair.

Carried.

Chair

Secretary