



MINUTES
MULMUR-MELANCTHON FIRE BOARD
Tuesday, March 23, 2021 at 7:00 p.m.
ELECTRONIC

Present: David Besley, Chair – Melancthon Township
Ken Cufaro, Vice Chair – Mulmur Township
Earl Hawkins – Mulmur Township
Darren White – Melancthon Township
Fire Chief Scott Davision
Deputy Chief Matt Waterfield
Heather Boston, Secretary/Treasurer
Christine Hickey

1. Call to Order

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

2. Declaration of Pecuniary Interest

Chair Besley stated that if any member of the Board had a disclosure of pecuniary interest, they could declare the nature thereof now or at any time during the meeting.

No Declarations of Pecuniary interest were stated at this time.

3. Approval of the Agenda

Moved by: Hawkins and Seconded by: Cufaro

THAT the March 23, 2021 agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

CARRIED.

4. Approval of Previous Meeting's Minutes – January 19, 2021

Moved by: Cufaro and Seconded by: Hawkins

THAT the Minutes of the Mulmur-Melancthon Fire Board dated January 19, 2021 be approved as copied and circulated.

CARRIED

5. Finance

a) Accounts

Moved by: White and Seconded by: Hawkins

THAT the operating accounts as presented in the amount of \$25,352.69 be approved.

AND THAT the capital accounts as presented in the amount of \$3,987.63 be approved.

CARRIED

b) Training Coordinator (Verbal – Chief Davison)

Discussion ensued on the Training Coordinator, confirmation was provided that the funds have always been included but the role was previously shared. Instead of sharing the duties the role would be managed by one person.

Moved by: Cufaro and Seconded by: White

THAT the Board approve the addition of a Training Coordinator position at a cost of \$1,500 annually.

CARRIED

c) Joint Purchase of Hose Testing Machine (Verbal – Chief Davison)

Moved by: Hawkins and Seconded by: White

THAT the Fire Board approve the joint purchase of a hose testing machine with the Dundalk Fire Department at an approximate cost of \$2,000.

CARRIED

d) Fire Safety Grant Memo

Discussion ensued on sharing the small training facility and pooling funding received with other neighbouring fire departments. The Fire Chief confirmed that this is being looked into with other departments and with the Ministry to determine if funding can be shared.

Moved by: Hawkins and Seconded by: Cufaro

THAT the board receive the memorandum dated March 11, 2021 from the ministry of the Solicitor general regarding the Fire Safety Grant Announcement;

AND THAT the boards supports submitting an application as stated in the memorandum, for the \$5,400 the Mulmur Melancthon Fire Department is eligible to receive;

AND THAT the grant funds be used for the creation of a small training facility that offers the ability to carry out NFPA training for search/rescue/roof operations and many others.

CARRIED

e) 2021 Draft Budget

Moved by: Cufaro and Seconded by: Hawkins

THAT the Board approve the 2021 Draft Budget as presented and forward onto respective Councils for consideration.

CARRIED

6. Old/New Business

a) Year End Fire Chief's Report

Moved by: Hawkins and Seconded by: Cufaro

THAT the Fire Board receive the 2020 Fire Chief's Year-End Report.

CARRIED

b) Policy Review

- (i) Hiring Policy
- (ii) Procurement Policy
- (iii) Progressive Discipline Policy
- (iv) Procedural Policy

Discussion ensued on the Procedural By-law, the board is in agreeance with following the Township of Mulmur's procedural by-law for consistency. Clarification was provided on the recorded votes and electronic participation process.

Moved by: White and Seconded by: Hawkins

THAT the Board approve the Hiring, Procurement and Progressive Discipline policies as presented;

AND THAT the Board rescind the Procedural Policy and follow the Township of Mulmur's Procedural By-law moving forward.

CARRIED

7. Correspondence

a) Closing of Fire College in Gravenhurst

Re: Township of Melancthon – Resolution dated February 22, 2021
Township of Mulmur – Resolution dated March 3, 2021.

Moved by: Cufaro and Seconded by: Hawkins

THAT the Fire Board receive the resolutions from Melancthon and Mulmur Township Councils.

CARRIED

8. Adjournment

Moved by: White and Seconded by: Cufaro

THAT we do now adjourn at 7:48 p.m. to meet again on May 18, 2021 at 7:00 p.m. or at the call of the Chair.

CARRIED

Chair

Secretary