



MINUTES

MULMUR-MELANCTHON FIRE BOARD

Tuesday, May 23, 2023 at 7:00 p.m.

Present: Earl Hawkins, Chair – Mulmur Township
Ralph Moore, Vice Chair – Melancthon Township
Kim Lyon – Mulmur Township
Darren White – Melancthon Township
Mathew Waterfield – Fire Chief
Heather Boston – Secretary
Absent: Everhard Olivieri-Munroe – Deputy Fire Chief

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m.

2. 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.

3. APPROVAL OF THE AGENDA

Moved by: Lyon/Moore

THAT the May 23, 2023, agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

CARRIED.

4. APPROVAL OF PREVIOUS MEETING'S MINUTES

Moved by: Moore/Lyon

THAT the minutes of the Mulmur-Melancthon Fire Board dated February 13, 2023, be approved.

CARRIED.

5. DECLARATION OF PECUNIARY INTEREST

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

6. TREASURY

6.1 2022 Draft Financial Statements Presentation – Matthew Betik, Partner, KPMG

Motion by: Lyon/Moore

THAT the board approve the draft 2022 financial statements as presented.

CARRIED.

6.2 Accounts

Moved by: Lyon/Moore

THAT the Board approve the operating accounts in the amount of \$36,294.33 and the capital accounts in the amount of \$17,546.30.

CARRIED.

6.3 Fire Training Reserve

- The Fire Chief has a list of firefighters that need to be trained for budget purposes.
- We will be using Southwest Fire for training as surrounding areas are using it with success.
- It takes 6 months to complete training.
- The Chief plans on training about three people per year.
- Dundalk has trainers, discussed the possibility of utilizing them, however, ability to arrange coordinated training times may be a factor as the training take several months to complete.
- The Board has enough money budgeted in 2023 to train 2 firefighters.

- Discussed if a reserve is needed at all as the budget is set appropriately to meet the training needs each year.
- Concern about building a budget that will create a surplus moving forward.
- Discussed if there would be a need for a reserve if the Department is required to train some firefighters unexpectedly.
- Discussed the possibility to fund a deficit with following year levy or to possibly amend the budget and increase the levies in the current year to cover training overages.

At 7:38 pm Chair Hawkins left the meeting and Vice Chair Moore took over as Chair.

Moved by: White/Moore

THAT the Board approve the creation of a training reserve from any surpluses created by the training expense line of the budget, to be reviewed annually during budget discussions.

CARRIED.

7. ADMINISTRATION

7.1 OFM Recommendations

Moved by: Lyon/White

THAT the Board conducted their annual review of the Establishing and Regulating By-law, Fire Board Agreement, Fire Related By-laws, Policies and Operating Guidelines as outlined in the 30 OFM Recommendations;

AND THAT no action is to be taken.

CARRIED.

7.2 Emergency Shelter

- Read motion from Mulmur Township Council in support of moving the emergency shelter to the fire hall.
- Melancthon stated that their council is not in support of relocating the emergency shelter to the fire hall.
- Arena staff members may not be able to get to the arena during an emergency.
- It was suggested that we consider doing the same thing Melancthon did for emergencies when the Horning's Mill Hall is to be used as an emergency shelter.

- Melancthon asked for volunteers from the community to assist in an emergency and the County of Dufferin came in and trained them.
- Concern that if there was a fire call, firefighters would not be able to stay in the firehall and look after the stranded individuals.

7.3 Draft Disposition of Land Policy

- Treasurer to investigate who owns the fire department land.
- Deferred until clarified.

7.4 Year End Fire Chief Report

- Discussed when the training mandate had to be fulfilled by and it is July 1, 2026.

Moved by: White/Lyon

THAT the Fire Board receive and approve the 2022 Year End Fire Chief's Report.

CARRIED.

8. INFORMATION ITEMS

Discussed a Motion from Melancthon Council that is asking for the County to hire a consultant to review the best way to run the fire services in Dufferin County.

9. CLOSED SESSION

Closed session pursuant to the Municipal Act, 2001 S.O. 2001, Chapter 25, Section 239: Personal matters about an identifiable individual, including municipal or local board employees and approving the previous closed meeting minutes.

Moved by: White/Lyon

THAT the Mulmur-Melancthon Fire Board move into Closed Session pursuant to Section 239 (2) (b) of the Municipal Act 2001, as amended at 8:07 p.m. for the following reasons: - personal matters about an identifiable individual, including municipal or local board employees; and approval of past closed meeting minutes and approval of March 15, 2022, Closed Session Minutes.

Moved by: White/Lyon

THAT the Mulmur-Melancthon Fire Board rise out of Closed Session at 8:21 p.m. and return to open session without report.

CARRIED.

10. ADJOURNMENT

Moved by: Lyon/White

THAT we do now adjourn at 8:22 pm to meet again on July 18, 2023, at 7:00 pm or at the call of the Chair.

CARRIED.

Chair

Secretary