



MINUTES

MULMUR-MELANCTHON FIRE BOARD Tuesday, November 21, 2023 at 7:00 p.m.

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

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 November 21, 2023, agenda be approved as amended to move the closed session up in the agenda to become item number 6.

CARRIED.

4. **APPROVAL OF PREVIOUS MEETING'S MINUTES**

Moved by: Moore/Lyon

THAT the minutes of the Mulmur-Melancthon Fire Board dated September 19, 2023, be approved.

CARRIED.

5. DECLARATION OF PECUNIARY INTEREST

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

6. CLOSED SESSION

- a) Hiring of Firefighters**
- b) Pay Grid Review**

Moved by: Lyon/Moore

THAT the Mulmur-Melancthon Fire Board move into closed session at 7:01 p.m. pursuant to Section 239 of the Municipal Act 2001, as amended for two (2) matter relating to personal matters about an identifiable individual.

CARRIED.

Moved by: Lyon/Moore

THAT the Mulmur-Melancthon Fire Board do rise out of closed session at 7:41 p.m. with the following motions/directions:

THAT the Board approve the hiring of Shane Pritchard, Bashir Ahmmed, Hailey Sbrocchi, Krista LeDain and Luke Elen as volunteer firefighters effective December 1, 2023.

AND THAT the Board defer pay grid discussion until a future meeting.

CARRIED.

7. TREASURY

7.1 Draft Wage Administration Policy

- Amended policy to state, “The salary grid will be reviewed by the Board at a minimum of every 4 years to ensure it remains competitive.”

Moved by: Lyon/Moore

THAT the Board approve the Wage Administration policy as amended.

CARRIED.

7.2 2024 Draft Budget & Capital Forecast

- Discussion on what is included in Office/Computer Supplies account, the Treasurer will provide the information at the next meeting.
- The Treasurer noted that the combined levy increase is 11.23%.
- The Board asked the Treasurer to look at what is included in equipment expense and why it is so high versus actual.
- Board directed the Treasurer to decrease the call revenue budget to \$12,000.

Moved by: Moore/Lyon

THAT the Board direct the Fire Chief and Treasurer to update the budget based on the Boards feedback;

AND THAT the Board direct the Treasurer to bring back a second draft to the next meeting.

CARRIED.

8. ADMINISTRATION

8.1 YTD Fire Call Summary Report

- Discussed the minimum number of firefighters needed for a medical call.

8.2 General Fire Chief Update

- The department is excited to bring on new recruits.
- Discussed that the Board members are invited to attend the Enbridge Gas Project Assist Grant event coming up on December 14, 2023 at 1:00 pm at the Mulmur-Melancthon fire hall.
- The Fire Chief will be participating in the emergency shelter training taking place at the NDCC on November 27th.

9. INFORMATION ITEMS

9.1 Accounts

Moved by: Lyon/Moore

THAT the Board receive the accounts payable listing in the amount of \$30,536.12 that were paid in accordance with the approved 2023 budget.

CARRIED.

9.2 Enbridge Gas Project Assist Grant for 2023

9.3 Township of Mulmur Benefits Motion

10. ADJOURNMENT

Moved by: Lyon/White

THAT we do now adjourn at 8:30 pm to meet again on January 16, 2024, at 7:00 pm or at the call of the Chair.

CARRIED.

Earl Hawkins

Chair

Roseann Knechtel

Secretary