



# MULMUR-MELANCTHON FIRE BOARD MINUTES

## December 17, 2025

**Present:** Bill Neilson, Chair – Melancthon Township  
Kim Lyon, Vice Chair – Mulmur Township  
Earl Hawkins – Mulmur Township  
Ralph Moore – Melancthon Township  
Mathew Waterfield – Fire Chief  
Roseann Knechtel – Secretary

### 1. Call to Order

The Chair called the meeting to order at 7:14 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 Seconded by Moore**

That the agenda be approved as amended to include item 6.4 Shelburne Fire Amalgamation.

**Carried.**

### 4. Minutes of the Previous Meeting

**Moved by Moore Seconded by Lyon**

That the minutes of September 23, 2025 be approved.

**Carried.**

### 5. Declaration of Pecuniary Interest - None

### 6. Administration

## **6.1 Draft 2026 MMFD Budget**

Earl Hawkins joined the meeting via phone at 7:25 p.m.

Members reviewed the 2026 Draft Budget, noting increases to COLA, insurance and the audit. The draft budget proposed a 6% increase in operating expenses with a budget of \$312,498, and a 5% increase in capital, with a budget of \$492,498.

**Moved by Moore Seconded by Lyon**

That the Mulmur-Melancthon Fire Board approve the 2026 Budget as presented.

**Carried.**

## **6.2 Dispatch Contract Renewal**

Chief Waterfield requested extending the contract for dispatch with Tillsonburg Fire as the Town of Orangeville completes its RFP.

**Moved by Lyon Seconded by Moore**

That the Mulmur-Melancthon Fire Board authorize the Chief to renew the Dispatch Contract with the Town of Tillsonburg to December 31, 2026.

**Carried.**

## **6.3 General Fire Chief Update**

Chief Waterfield updated Members on Department activities, noting:

- 121 calls for service to date (finished last year with 111)
- Maintaining an active roster of 23 members with 3 currently off on medical leave.
- Radio project completed. Further testing is planned for 2026.
- Annual pump test passed, one with a minor repair.
- 4 recruits currently enrolled in the Southwest Fire Training Program.
- There has been a decrease in medical calls since the new medical priority dispatch system came into effect at the beginning of the month.

## **6.4 Shelburne Fire Amalgamation**

Members discussed whether there would be interest in amalgamating to create a North Dufferin Fire Department, with the intention of preserving local input. Members agreed that the decision rests with each Township Council.

Direction was given to add Shelburne Fire Board Updates as a standing item for future meetings to allow for open discussion and updates.

## **7. Information Items**

### **7.1 Accounts**

### **7.2 2025 Budget to Actual**

### **7.3 2026 Meeting Dates**

Members reviewed the proposed 2026 meeting dates, adjusting the January and March dates to in-person meetings on the 3<sup>rd</sup> Wednesday of the month. Subsequent dates will be scheduled in 2026.

### **Moved by Lyon Seconded by Moore**

That the Mulmur-Melancthon Fire Board receive the information items as presented.

**Carried.**

## **8. Closed Session**

### **Moved by Lyon Seconded by Hawkins**

That the Mulmur-Melancthon Fire Board adjourn to closed session at 7:53 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for one (1) matter relating to personal matters about an identifiable individual, including municipal or local board employees.

**Carried.**

### **8.1 Staffing Updates**

### **8.2 Chief Annual Performance Review**

### **Moved by Seconded by**

THAT the Mulmur-Melancthon Fire Board do rise out of closed session into open session at 8:11 p.m. with the following motion:

That Jeff Merkley be appointed as Acting Deputy Chief retroactively as of December 1 2025;

And that the Secretary proceed as directed in closed session.

**Carried.**

**9. Items for Future Meetings**

**9.1 Shelburne Fire Board Updates**

**9.2 Fire Chief Performance Review Policy**

**10. Adjournment**

**Moved by Lyon Seconded by Moore**

That we do now adjourn at 8:13 p.m. to meet again on January 21, 2026 at 5:30 pm, in person at the Mulmur-Melancthon Fire Hall, or at the call of the Chair.

**Carried.**

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**Chair**

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**Secretary**