

**MINUTES OF THE MULMUR/MELANCTHON FIRE BOARD MEETING
HELD AT THE FIRE HALL IN HONEYWOOD
APRIL 20, 2015**

PRESENT: Chair Paul Mills, Mulmur Township
Vice-Chair Darren White, Melancthon Township
Member James Webster, Melancthon Township
Member Heather Hayes, Mulmur Township
Chief Jim Clayton
Deputy Chief Jeff Clayton
Secretary Karen Davidson-Lock

1. CALL TO ORDER at 5:50 pm

2. APPROVAL OF AGENDA/ADDITIONS/DELETIONS

Motion # 22 - 2015

MOVED by Hayes

SECONDED by White

That the agenda be approved as circulated and amended to include a memo from Mulmur's Director of Public Works, and a copy on desk of Mulmur's motion regarding Arena Gratis User Fees. Motion Carried.

3. DECLARATION OF PECUNIARY INTERESTS

The Chair advised that if any member had a disclosure of pecuniary interest that they could declare the nature thereof now or at any point during the meeting.

4. REVIEW AND APPROVAL OF MARCH 9, 2015 MINUTES

Motion # 23 - 2015

MOVED by White

SECONDED by Hayes

That the minutes of the March 9, 2015 meeting be approved as circulated. Motion Carried.

5. BUSINESS ARISING FROM MINUTES -- none

6. CORRESPONDENCE

i/ Report from Mulmur Director of Public Works re. fuel supply to the department

In light of the potential savings as per the Director's report, the following motion was passed.

Motion # 24 - 2015

MOVED by White

SECONDED by Webster

That the Mulmur Melancthon Fire Department obtain fuel from the Township of Mulmur and be billed accordingly. Motion Carried.

7. APPROVAL OF ACCOUNTS/FINANCIAL UPDATE

a) Accounts

Motion # 25 - 2015

MOVED by Hayes

SECONDED by White

That the accounts in the amount of \$9,424.98 (March 10 to March 31) be paid. Motion Carried.

b) 2015 Budget/Vehicle Replacement for Rescue #42

The current status of the Fire Board's 2015 budget is as follows: Mulmur Township approved the Fire Board's budget with the line item for a bank loan removed; Melancthon Township approved the Fire Board's budget as presented (with the loan included). For both Councils to be on the record as approving the same budget, this item will be forwarded back to Mulmur Council for the budget to be approved as originally presented.

Discussion then turned to vehicle replacement for Rescue #42. Upgrading the current ambulance to road-worthy condition would cost approximately \$3,000 in parts plus \$2,000 in labor. Both the Chief and Deputy Chief felt that the unit was not worth investing further funds. Vehicles with Ford chassis are not selling at the current time due to rear end issues, and the waiting list to obtain a new vehicle would be at least 8 months. The advice from various sources during the investigation into a replacement vehicle is that used Dodge vehicles should be avoided due to various mechanical issues. One 2003 vehicle that was found would cost approximately \$70,000. The Board then discussed the long term capital equipment replacement plan. This plan includes the replacement of a tanker, which is a very expensive piece of equipment. The age range of a truck that staff are currently looking for is 2006 or 2007 at a cost of \$70,000 to \$75,000.

Tom Reid, Director of the Dufferin County Paramedic Service will have two used ambulances available at different points during 2015. One ambulance is newer, and this one would be the preferred option. If the cost to place the ambulance into service was approximately \$10,000,

some equipment and features could be added to make it a more desirable short term option until that vehicle is eventually replaced. At that time, a different type of rescue vehicle could be contemplated depending on the amount in capital reserves and the department's needs.

The Board directed the Chief and Deputy Chief to contact Tom Reid regarding the two potential ambulances that will become available, and continue to look at other options for a newer vehicle.

The issue of liability for the firefighters should one of them use their personal vehicle to pull any piece of fire department equipment arose. The Secretary was directed to email our contact at the insurance company for clarification.

c) 2014 Consolidated Financial Statements

The Secretary reviewed some of the highlights of the statements for the Board's information.

Motion # 26 - 2015

MOVED by Hayes

SECONDED by White

That the Board receives the 2014 audited financial statements and authorizes the Chair to sign the Engagement Letter. Motion Carried.

8. HEALTH & SAFETY ISSUES

i/ Update on Inspection Reports

The Department's Health and Safety Committee will be setting aside a Saturday to resolve all outstanding items as noted in their report for the building.

With respect to Inspection Reports for the municipalities, reports have been prepared for different locations as outlined in the Risk Assessment Report. These reports outline timeframes to comply with any deficiencies. Following resolution of the outstanding items, final inspection reports will be issued, a copy of which will be forwarded to each respective municipal office. There are three outstanding issues with the Arena, and one outstanding issue with the Mulmur Township Office. The Arena Manager and CAO/Clerk have copies of the reports for same. Outstanding locations for inspections to be done are the Terra Nova Public House, and the Redickville Store. The Chief has set up a meeting with the wind turbine company located in Melancthon to discuss any possible issues.

Some departments are charging fees for inspections, and after some discussion the Chief and Deputy were directed to compile fees for surrounding areas and report back to the next meeting.

ii/ Personal use of Fire Hall/Equipment

The Chief advised that all waivers have been signed with the exception of 2 firefighters.

iii/ Burning in Ditches, Mulmur-Melancthon Townline

The Secretary was directed to prepare a letter from the Chair and Vice-Chair to the resident. As well, it was suggested that a letter from Melancthon Township would be appropriate as the burning is taking place on the Melancthon side of the Townline.

OLD/NEW BUSINESS

i/ Discussion on rental of Norduff Room in Arena for Association Banquet

The Mulmur motion on file from 2014 was presented on desk for the Board's information. The motion states in part that "any community groups can request a donation from Council in support of their community cause as per the Township contribution policy". The Chief noted that the Firefighters Association still supports the arena, including being present for the annual barbeque for first aid purposes. For the 2014 barbeque, the chairs and tables were already on the main floor from a buck and doe event, and therefore the firefighters were told that their assistance was not required for set-up. The Association has made substantial donations to the Fire Department over the years. The Board agreed that the Mulmur representatives should take this issue back to Mulmur Township Council for further discussion.

li/ Request from Chester Tupling for permission to place a "GPS" unit on the fire hall tower for use by local farmers in tracking their equipment

The Chief had contacted Point to Point Communications on this issue, who suggested that such a unit may cause interference with the Department's radio signal. Any equipment would have to be located at least 10 feet below the Department's equipment. The Chief will obtain the exact specifications of the proposed equipment so that Point to Point can review same further. The Board requested that Point to Point's recommendation be submitted in writing. If the equipment could work without interference, suggestions included a trial period and potential fees for same. This item is to be brought back to the next meeting.

lii/ Memo from Mulmur's Director of Public Works regarding incident notification

The Director requested notification of road incidents for four specific situations: serious motor vehicle accident; motor vehicle accident involving personal injury; incident causing damage to the travelled portion of the road or signage; road closure or detours. The Secretary advised that this issue arose yesterday during a large fire in Mulmur where mutual aid was required. The Director received a call from Steve Murphy, County Emergency Management Coordinator, who asked about road closures. The Director was caught off guard by the request, and thus this memo has been sent to all three departments covering Mulmur Township. The system being contemplated which would relay messages from pagers to cell phones would be ideal in

these situations, as Township officials and staff would be notified without taking time away from the firefighters' immediate priority of dealing with the incident.

The Mayors of both Townships will contact Steve Murphy to ascertain why he was contacting Mulmur's Director of Public Works when no road closures were required and no state of emergency had been declared.

CONFIRMING MOTION

Motion # 27 - 2015

MOVED by Webster

SECONDED by Hayes

That be it resolved that all actions of the Members and Officers of the Mulmur/Melancthon Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Motion Carried.

Motion # 28 - 2015

MOVED by Hayes

SECONDED by Webster

That the board adjourn at 7:08 p.m. Motion Carried.

Paul Mills

CHAIR

Karen Davidson-Lock

SECRETARY