



AGENDA
MULMUR-MELANCTHON FIRE BOARD
Tuesday, April 10, 2018
Fire Hall – 6:00 pm

PAGE	
	1. Call to order
	2. Approval of the Agenda
	3. Declaration of Pecuniary Interests
2	4. Approval of Previous Meeting's Minutes – March 05, 2018
7	5. Business Arising From Minutes
19	i) Lewis Motors Invoicing
	ii) Internet and Cell Phone Charges
	6. Approval of Accounts & Financial Update
23	i) Approval of Accounts (February 24 – April 05, 2018 – \$ 15,450.17)
26	ii) 2018 Draft Budget – FirePro2 Software
27	iii) DRAFT Consolidated Financial Statements
	7. Information Items (Correspondence)
38	i) VFIS 24 Hour or Off Duty Coverage Notice of Amendment
39	ii) AMO Comments Draft Fire Regulations
	8. Health and Safety Issues
	i) DRAFT Training Officer Job Description – on desk
	9. Old/New Business
48	i) Orangeville Dispatch and 'full dispatch'
	ii) Update County Grant funding – County Wide Communications System
	iii) General Department Updates
	iv) Chief's Year End Report – on desk
	10. Closed Session pursuant to the Policy to Govern the Proceedings of the Board, Section 8(b) ii) personal matters about an identifiable individual(s), including municipal or local board employees, and approving the past closed meeting minutes. (Chief's Performance Review)
	11. Chief's Call Report – on desk
	12. Confirming Motion
	13. Motion to Adjourn



MINUTES
MULMUR-MELANCTHON FIRE BOARD
Monday, March 05, 2018
Fire Hall – 6:00 pm

Present: Chair James Webster from Melancthon Township
Vice-Chair Darren White from Melancthon Township
Member Paul Mills from Mulmur Township
Member Earl Hawkins from Mulmur Township
Fire Chief Jim Clayton
Deputy Fire Chief Jon Reid
Secretary Kerstin Vroom

Firefighters: Captain Brendon Bogers, Captain Mathew Waterfield,
Firefighter Karey St. Clair

1. Call to order by Secretary

The Secretary called the meeting to order.

2. Appointment of Chair and Vice-Chair

The Secretary called for nominations for Chair.

Motion #1-18 Mills-Hawkins: THAT James Webster be appointed as Chair of the Mulmur-Melancthon Fire Board until the end of this Council's term. **Carried.**

Chair Webster assumed the position of Chair and asked for nominations for Vice-Chair.

Motion #2-18 Mills-Hawkins: THAT Darren White be appointed as Vice-Chair of the Mulmur-Melancthon Fire Board until the end of this Council's term. **Carried.**

Motion #3-18 Mills-Hawkins: THAT Kerstin Vroom be appointed as Secretary of the Mulmur-Melancthon Fire Board until the end of this Council's term. **Carried.**

3. Approval of the Agenda

Motion #4-18 Hawkins-Mills: THAT the agenda be approved as copied and circulated.
Carried.

4. Declaration of Pecuniary Interests

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

5. Approval of Previous Meeting's Minutes

Motion #5-18 Mills-Webster: THAT the minutes of October 23, 2017 are approved as copied and circulated. **Carried.**

6. Business Arising From Minutes – none

Firefighter Karey St. Clair left

7. Information Items (Correspondence)

- i) Dufferin County's Municipal Readiness Fund approval for Radio purchase
- ii) Automatic Aid Agreement with Clearview Township

8. Approval of Accounts & Financial Update

i) Approval of Accounts

Motion #6-18 Hawkins-Webster: THAT the accounts in the amount of \$164,573.28 (September 06, 2017 – February 23, 2018) be paid. **Carried.**

Direction was given to the Secretary to look into the high internet charge for January 2018.

ii) 2018 Draft Budget

The Board discussed transferring the operating surplus to an operating reserve in order to stabilize the levy.

Motion #7-18 Webster-Hawkins: THAT the Board transfers any operating surplus to an operating reserve. **Carried.**

iii) Year End Motion

Motion #8-18 Webster-Hawkins: THAT the Board authorizes all accounts be paid, up to and including December 31, 2017. **Carried.**

9. Health and Safety Issues

The Board was advised that the Department would be hosting a Dufferin-wide training.

The Fire Chief and Deputy Chief requested that the Board create a new position of Training Officer. While the Board was in favour of a person dedicated to training and keeping records of same, a discussion ensued regarding the use of a current Captain position instead of the creation of a new position. The Board was advised that the training position would encompass a lot of work and it would take the weight off of the current Captains, which would allow them to fulfill their duties regarding maintenance. The Board felt that the addition of a Captain would make the Department too top heavy and suggested a ranking system which could include making the training position a lieutenant. The position was previously completed by the former Deputy Chief and the Board asked if the processes were in place, would the current Deputy Chief be able to fulfill these duties. The Deputy Chief stated that he was not sure at this

time as he was not sure of the standards and there was no documentation or process currently in place. The Deputy Chief recommended the purchase of FirePro2 to help with the implementation and tracking.

Direction was given to the Fire Chief and Deputy Chief to start the process with the candidate they had in mind, prepare a job description which includes duties and bring back to the Board at its next meeting.

10. Old/New Business

i) Update County Grant funding – County Wide Communications System

The Fire Chief advised the Board that there was another presentation made to County Council regarding this system. The Board noted that some other County municipalities and agencies had questioned whether the system was needed and that Orangeville had already purchased the necessary equipment for their department. The Fire Chief explained to the Board that they were unable to communicate unless they were within distance of other receivers. The Board was advised that the OFMEM has a channel available that departments can talk to each other for those departments outside of Dufferin. There was also some concern from the Fire Chief that they could not talk to Orangeville Dispatch. The Board discussed the importance of going through Dispatch instead of to another department coming to the scene to ensure all requests were properly documented. Member Mills stated that he will ask for this item to be put on the next County agenda.

Direction was given to the Secretary to review the contract with Orangeville Dispatch to see when 'full dispatch' was to be implemented.

ii) Tanker Update and Issues with Invoice received

The Board reviewed the quotation from Lewis Motors and the invoice received. The invoice came in at \$54,761.39 and the quotation was for \$29,469.37 (+ \$1,551.76 for the installation of a clutch) for a total of \$31,021.13 – which was approved by the Board. A cheque was issued to Lewis Motors for \$40,175.25. The Board questioned why the amounts over the original quotation were paid and also who had authorized the extra work. The Board noted that the *Consumer Protection Act, 2002*, 10 (1) states: If a consumer agreement includes an estimate, the supplier shall not charge the consumer an amount that exceeds the estimate by more than 10 per cent.

Motion #9-18 Webster-Hawkins: THAT after reviewing the quote and invoice discrepancy from Lewis Motor Sales Inc., the Mulmur-Melancthon Fire Board directs the Fire Chief investigate the reason for the large discrepancy in the invoice, who authorized it and to report back to the Board. The Board at this time is not prepared to pay the balance outstanding.

Carried.

iii) General Department Updates

The Fire Chief advised the Board that the tower destroyed during the ice storm had been taken down. The Board was also told that the new pumper had failed its pumping test and is being looked at by the supplier. The Fire Chief also mentioned that the Fire Department was interested in updating to a 6" hose capacity instead of 4" which should not be a large expense and would keep our apparatus in line with the other departments' equipment. Deputy Chief Jon Reid spoke to the benefits of purchasing the FirePro2 Software and presented a quotation for installing the system on 3 separate computers. As the Board discussed last year, FirePro2 would be helpful with training records, payroll etc. The Board did not feel that having it installed on 3 computers was necessary at this time and that the Officers could share a computer.

Direction was given to the Secretary to see if it was included in the 2018 budget for one computer, and if not, to have it included in the 2019 budget.

iv) County of Simcoe Ambulance roll-over billing

Motion #10-18 Webster-Hawkins: THAT after reviewing the incident report, the Mulmur-Melancthon Fire Board is willing to reduce the bill to \$1,000 to cover the cost of the firefighters.

Carried.

v) Draft Regulation Changes to the Fire Protection and Prevention Act.

The Board reviewed the recommendations of the Deputy Chief and the proposed changes. Although the Department aspires to the National Fire Prevention Standards (NFPA) the timeline is too restrictive as the Ontario Fire College cannot provide adequate placement.

Motion #11-18 Mills-Webster: WHEREAS the Ministry of Community Safety and Correctional Services has released draft regulations under the *Fire Protection and Prevention Act*; AND WHEREAS the draft regulations would require Mandatory Certification and Training for Firefighters and Other Persons Providing Fire Protection Services, as well as Community Risk Assessments by municipalities; AND WHEREAS the Ministry has requested comments on the draft regulations by March 11, 2018; NOW THEREFORE BE IT RESOLVED that the Mulmur-Melancthon Fire Board supports and endorses the comments and recommendations of the Shelburne and District Fire Chief as contained in his memorandum dated February 22, 2018; AND FURTHER that the Board supports and endorses the comments of the Mulmur-Melancthon Deputy Chief dated March 05, 2018; AND FURTHER that the proposed draft regulations fail to recognize the challenges of an Ontario volunteer rural fire department regarding the expense, availability and staff commitment to training; AND FURTHER that this resolution, along with the comments, be sent to the Ministry of Community Safety and Correctional Services in advance of the March 11, 2018 deadline, with copies sent to the other partner municipalities of the Mulmur-Melancthon Fire Department, the County of Dufferin, and MPP Sylvia Jones.

Carried.

vi) Review of Establishing and Regulating By-law, Fire Board Agreement, All Fire Related By-laws and All Board Policies and Operating Guidelines.

Motion #12-18 Webster-Mills: THAT the Mulmur-Melancthon Fire Board has reviewed the Establishing and Regulating By-law, All Board Fire related by-laws and All Board Policies and Operating Guidelines and recommends no changes.

Carried.

11. Closed Session pursuant to the Policy to Govern the Proceedings of the Board, Section 8(b) ii) personal matters about an identifiable individual(s), including municipal or local board employees, and approving the past closed meeting minutes.

Motion #13-18 Webster-Mills: THAT the Mulmur-Melancthon Fire Board move into Closed Session pursuant to Section 239 (2) (b) of the Municipal Act 2001, as amended at 7:35 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.

Carried.

Motion #14-18 Mills-Webster: THAT the Mulmur-Melancthon Fire Board adjourn the Closed Session at 8:02 p.m. and return to the regular meeting.

Carried.

Motion #15-18 Mills-Hawkins: THAT the Mulmur-Melancthon Fire Board ratifies the hiring of Cody Rayner as fire fighter and Matt Waterfield & Brendon Bogers are promoted to Captains, according to the Hiring Policy.

Carried.

12. Chief's Call Report

13. Confirming Motion

Motion #16-18 Webster-Mills: 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.

Carried.

14. Motion to Adjourn

Motion #17-18 Webster-Mills: THAT we do now adjourn at 8:07 pm to meet again at the call of the Chair.

Carried.

Approved:

Chair

Secretary

LEWIS MOTORS INVOICE

BOARD APPROVED:

ENGINE	\$ 29,469.37
PLUS CLUTCH	\$ 1,551.76
TOTAL APPROVED:	\$ 31,021.13

INVOICE RECEIVED:

ENGINE	\$ 44,055.51
CLUTCH	1551.76
OTHER	9154.12
TOTAL INVOICED:	\$ 54,761.39

CHEQUE ISSUED FOR: \$ 40,175.25

TOTAL APPROVED	\$ 31,021.13	
ACTUAL BILL FOR APPROVED ITEMS	\$ 45,607.27	CLUTCH AND ENGINE
OVERBILLED ON ENGINE ALONE	\$ 14,586.14	NOT PAID
<i>PLUS EXTRAS</i>	<i>\$ 9,154.12</i>	<i>PAID</i>
EXTRA COSTS NOT INCLUDED IN QUOTE	\$ 23,740.26	

Kerstin Vroom

From: Kerstin Vroom
Sent: Tuesday, March 06, 2018 12:15 PM
To: 'chrismcisaac@lewismotorsinc.com'
Cc: Heather Boston; Jim.Clayton@ksm.kth.net; 'jwebster@melancthontownship.ca'
Subject: RE: invoice 247907

Hi Chris,
Thanks for your email.

Regarding the invoice and quote received, the Board passed the following motion at last night's meeting:

"That after reviewing the quote and invoice discrepancy from Lewis Motor Sales Inc., the Mulmur-Melancthon Fire Board directs the Fire Chief to investigate the large discrepancy in the invoice versus the quote, who authorized it and report back to the Board. The Board at this time is not prepared to pay the balance outstanding" Motion Carried.

I trust that the Fire Chief will be in touch with you shortly.

Kindest Regards,
Kerstin

Kerstin Vroom, CMO, CMM I | Deputy Clerk-Treasurer | Secretary Mulmur-Melancthon Fire Board
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext. 223 | Fax 705-466-2922 | kvroom@mulmur.ca



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CUSTOMER #: 3582
UNIT# TANKER43

247907

INVOICE

TOWNSHIP OF MULMUR
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MULMUR, ON L9V 0G8

PAGE 1

LEWIS MOTOR SALES INC.
76 MAPLEVIEW DR. W.
BARRIE, ONTARIO L4N 9H6
TEL.: (705) 728-3026
FAX: (705) 721-1766
E-MAIL: info@lewismotorsinc.com
WEBSITE: www.lewismotorsinc.com

HOME: CONT: 466-3341
BUS: 466-3341 CELL:

SERVICE ADVISOR: 47 KIMBERLY SWAIN

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	ODOMETER IN/ OUT	HOURS	
TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830	
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17

R.O. OPENED	READY	OPTIONS:	ENG:International_570_CID_DSL
12:30 24OCT17	09:54 30NOV17		

LINE	OPCODE	TECH	TYPE	HOURS	DESCRIPTION	UNIT PRICE	LABOUR	NET	TOTAL
A	REPLACE ENGINE ASSEMBLY								
	A12-T1	RE & RE ENGINE ASSEMBLY							
		144 CPED							
		149 CPED							
		153 CPED							
		98 CPED							
	A12-T2	TRANSFER PARTS							
		149 CPED							
	1	2595807C92 ENGINE ASY L.B				16804.02	12690.40	12690.40	12690.40
		CORE CHARGE C					3900.00	3900.00	3900.00
	1	1876974C92 OIL PAN				1307.48	1032.20	1032.20	1032.20
	1	FLT1842665 WATERPUMP,466 04-09				197.50	190.45	190.45	190.45
	1	1842130C3 THERMOSTAT				144.26	98.36	98.36	98.36
	1	3550792C2 RAD HOSE				28.16	16.89	16.89	16.89
	1	3583399C1 HOSE, RAD ELBOW				55.41	38.80	38.80	38.80
	1	3579553C3 HOSE, LOWER RAD				128.22	89.76	89.76	89.76
	2	3557856C1 CLAMP AIR-AIR				55.40	34.63	69.26	69.26
	1	1841995C94 COOLER MODULE				2663.73	1805.03	1805.03	1805.03
	1	1845004C92 MANIFOLD,EXHAUST				995.14	663.40	663.40	663.40
	11	1841365C3 BOLT, EXH MANIFOLD				10.40	6.93	76.23	76.23
	1	1842623C96 KIT, TURBO MOUNT				214.29	133.93	133.93	133.93
	1	1875053C1 TUBE,TURBO OIL FEED				166.14	112.64	112.64	112.64
	6	5010657R92 EXCHG INJECTOR				648.83	510.28	3061.68	3061.68
		CORE CHARGE C					1950.00	1950.00	1950.00
	2	L2056 16-14G BUTT TERMINAL				0.44	0.30	0.60	0.60
	1	DLG306 1/4"X6 SHRINK TUBE				2.64	1.65	1.65	1.65
	1	1835985C92 SENSOR, CAMSHAFT				240.42	163.92	163.92	163.92
	1	1839415C91 SENSOR O/P, FUEL				314.09	214.15	214.15	214.15
	1	1836235C1 GASKET, AIR COMPRESR				44.35	30.06	30.06	30.06
	1	5010581R91 TURBO, REMAN 465/570				4920.06	2533.83	2533.83	2533.83
		CORE CHARGE C					568.75	568.75	568.75
	1	1832542C94 COOLER,EGR,21"				4957.12	2917.68	2917.68	2917.68
	1	1845023C1 INTAKE GASKET				27.75	18.50	18.50	18.50

Mulmur-Melancthon Fire Board

DATE Dec 6

APPROVED BY _____

CHEQUE # 495

VENDOR # 41

ACCOUNT # 021094 5163

LOCATIONS TO SERVE YOU	STATEMENT OF DISCLAIMER	DESCRIPTION	TOTALS
COLLINGWOOD TEL.: (705) 445-2634 FAX: (705) 445-8013	The undersigned owner, or duly authorized representative, authorizes the repair and service work listed above, together with the necessary parts and hereby grants you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. Lewis Motor Sales Inc. ("dealer") does not assume any liability for damages to the vehicle or its contents while in its possession. Any warranties on the parts and accessories sold hereby are made by the manufacturer. The undersigned understands and agrees that dealer makes no warranties of any kind, express or implied.	LABOUR AMOUNT	
		PARTS AMOUNT	
NEWMARKET TEL.: (905) 952-2855 FAX: (905) 952-2859	The undersigned acknowledges the indebtedness shown and an express lien pursuant to the Repair and Storage Liens Act. Until payment in full of the within account is received and as long as said lien is in force, the vehicle shall at all times be subject to seizure on demand by dealer's designated and authorized agent together with the cost of said seizure. I/We hereby accept the responsibility to retorque all wheels which were removed and remounted for any reason, within 160 km of the wheel(s) being remounted.	GAS, OIL, LUBE	
		SUBLET AMOUNT	
NORTH BAY TEL.: (705) 472-7220 FAX: (705) 472-2741	SIGNATURE X	MISC. CHARGES	
		TOTAL CHARGES	
OWEN SOUND TEL.: (519) 372-2537 FAX: (519) 372-3466		DEDUCTIBLE	
		SALES TAX HST	
		PLEASE PAY THIS AMOUNT	

CUSTOMER COPY

HST #134762087RT

CUSTOMER #: 3582
UNIT# TANKER43

247907

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TOWNSHIP OF MULMUR
758070 2ND LINE EAST
MULMUR, ON L9V 0G8

INVOICE

LEWIS MOTOR SALES INC.
76 MAPLEVIEW DR. W.
BARRIE, ONTARIO L4N 9H6
TEL.: (705) 728-3026
FAX: (705) 721-1766
E-MAIL: info@lewismotorsinc.com
WEBSITE: www.lewismotorsinc.com

HOME: CONT: 466-3341
BUS: 466-3341 CELL:

PAGE 2

SERVICE ADVISOR: 47 KIMBERLY SWAIN

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	ODOMETER IN/ OUT	HOURS
TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830

IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17

R.O. OPENED	READY	OPTIONS:
12:30 24OCT17	09:54 30NOV17	ENG:International_570_CID_DSL

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
1	2512240C91	SEAL KIT			43.99	27.50	27.50
1	1845536C91	INJ PRESSURE SENSOR			391.80	267.13	267.13
1	1836539C91	SENSOR, MAT			60.19	41.04	41.04
1	1839416C91	SENSOR, MAP			182.52	124.44	124.44
1	1842593C92	KIT, EGR VALVE			1266.93	819.25	819.25
		CORE CHARGE C				65.00	65.00
1	591597C2	GASKET, P/S PUMP			13.60	9.30	9.30
1	1841296C1	PICK UP GASK, 04 466			35.56	24.25	24.25
1	1841624C1	GASKET, INLET			66.96	43.54	43.54
1	1876616C1	HARNES, ENG			1459.80	980.30	980.30
1	1812559C1	SEAL, OIL FILLER TUBE			12.97	8.85	8.85
1	1842196C96	VC GASKET			1075.52	716.98	716.98
1	1841938C1	SEAL, RADIAL LIP			141.88	96.19	96.19
1	1842730C3	SEAL, CAMSHAFT			16.33	11.04	11.04
1	1840096C2	DISC, TIMING			118.93	80.63	80.63
1	1846154C95	HARNES, INJECTOR			519.08	359.37	359.37
1	1841479C1	SEAL, COOLANT PORT			24.58	16.76	16.76
1	1842929C1	TUBE, EBP SENSOR			88.73	60.50	60.50
1	1850351C1	TRANSDUCER, EXH PRESS			253.37	168.91	168.91
18	1823281C1	SHORT OIL PAN BOLT			5.57	3.50	63.00
2	1817958C1	M8X30 FLANGE BOLT			6.39	4.05	8.10
1	1873093C91	KIT, EGR TUBE			75.96	50.64	50.64
1	1848622C1	TUBE ASY			156.62	106.78	106.78
1	1846666C1	SUPPORT EGR			556.53	371.01	371.01
1	1886793C2	GASKET, EXHST MANIFOL			103.88	69.39	69.39
1	1842033C1	GASKET, INTAKE MANIFOLD			151.71	101.14	101.14
1	1822135C1	O-RING, BREATHER TUBE			3.64	2.09	2.09
1	1845025C2	TUBE, TURBO DRAIN			83.91	52.44	52.44
1	1833096C95	PACKAGE, FRONT SEAL			121.11	82.11	82.11
1	1840122C2	TUBE OIL FILLER			78.33	53.40	53.40
1	1836243C1	GASKET			25.94	17.69	17.69
2	1836537C91	SENSOR, COOLANT TEMP			71.62	48.83	97.66
1	1828345C91	SENSOR, CRANK/CAM			167.05	113.89	113.89
1	CDA1600	PAINT, GLOSS BLACK			8.08	6.87	6.87

LOCATIONS TO SERVE YOU

COLLINGWOOD
TEL.: (705) 445-2634
FAX: (705) 445-8013

NEWMARKET
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FAX: (905) 952-2859

NORTH BAY
TEL.: (705) 472-7220
FAX: (705) 472-2741

OWEN SOUND
TEL.: (519) 372-2537
FAX: (519) 372-3466

STATEMENT OF DISCLAIMER

The undersigned owner, or duly authorized representative, authorizes the repair and service work listed above, together with the necessary parts and hereby grants you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection.

Lewis Motor Sales Inc. ("dealer") does not assume any liability for damages to the vehicle or its contents while in its possession.

Any warranties on the parts and accessories sold hereby are made by the manufacturer. The undersigned understands and agrees that dealer makes no warranties of any kind, express or implied.

The undersigned acknowledges the indebtedness shown and an express lien pursuant to the Repair and Storage Lien Act. Until payment in full of the within account is received and as long as said lien is in force, the vehicle shall at all times be subject to seizure on demand by dealer's designated and authorized agent together with the cost of said seizure.

If/We hereby accept the responsibility to retorque all wheels which were removed and remounted for any reason, within 160 km of the wheel(s) being remounted.

SIGNATURE

X

DESCRIPTION	TOTALS
LABOUR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
DEDUCTIBLE	
SALES TAX HST	
PLEASE PAY THIS AMOUNT	

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BARRIE · COLLINGWOOD · NEWMARKET · NORTH BAY · OWEN SOUND

CUSTOMER #: 3582
UNIT# TANKER43

247907

INVOICE

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MULMUR, ON L9V 0G8

PAGE 3

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SERVICE ADVISOR: 47 KIMBERLY SWAIN

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TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830	
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17
R.O. OPENED	READY	OPTIONS: ENG:International_570_CID_DSL					
12:30 24OCT17	09:54 30NOV17						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
2	1845040C1	STUD,	TURBO ADAPTOR		46.82	29.26	58.52
1	PER59214	PIPE SEALANT			9.73	6.67	6.67
1	PER24200	BLUE LOCTITE			12.04	8.25	8.25
1	1883709C91	KIT,CENTRIFUGE BRACKET			195.76	146.09	146.09
1	1848431C2	BOLT,M10X30 HI TEMP			32.07	20.04	20.04
1	1841624C1	GASKET, INLET			66.96	43.54	43.54
1	BALPF7779	FUEL ELEMENT			40.55	13.62	13.62
1	1841628C1	SCREEN,FUEL STRAINER			63.17	41.07	41.07
1	1841894C92	TUBE,LIFT PUM-HSNG			128.29	80.18	80.18
1	1842103C92	TUBE,PRIMER-LIFT			77.58	48.49	48.49
1	ZBL3500044	ENGINE HEATER,DT466			110.29	69.82	69.82
2	500-65029	HOSE-BLUE HI-MILER HEATER			2.88	2.15	4.30
4	6206051	HOSE CLAMP #06			0.46	0.46	1.84
1	1846687C1	BOLT ASY			72.28	48.18	48.18
1	996205R3	TAPE,ELECTRICAL			18.31	12.89	12.89
1	TEC900R-24	CLAMP, 1 1/2"RBR CTD			2.98	1.96	1.96
1	690835C1	CLAMP,OIL FILL TUBE			28.09	19.95	19.95
1	59732	HEX FLNGE BOLT M8X35			1.88	1.22	1.22
1	BALBD7250	LUBE SPIN-ON			113.96	38.28	38.28
29	ZJB222290990	OIL,15W40 CK-4 BULK			4.20	3.70	107.30
10	500-65031	HOSE,5/8 HIMILER BLU			3.60	2.70	27.00
6	5712051	HOSE CLAMP #12			0.68	0.68	4.08
30	ZBJD836029	TIE STRAP,15" HVY			0.48	0.17	5.10
6	500-65033	HOSE,3/4 HIMILER BLU			4.20	3.15	18.90
1	TEC907R	CLAMP, 5/8-1"RBR CTD			1.86	1.22	1.22
8	6206051	HOSE CLAMP #06			0.46	0.46	3.68
10	500-65077	SAE HEATER HOSE			1.67	1.25	12.50
1	TEC908R	CLAMP, 1 1/4"RBR CTD			2.73	1.79	1.79
4	5340051	HOSE CLAMP #36-S			1.61	1.61	6.44
2	5344051	HOSE CLAMP #44-S			1.63	1.63	3.26
2	ZDEAM720C	BRAKE CLEANER, NON-F			7.41	3.84	7.68
2	5316051	HOSE CLAMP #16-S			1.23	1.23	2.46
3	3543881C1	SEAL,A/C FITTING			20.10	15.47	46.41
2	3543882C1	SEAL,A/C FITTING			20.28	15.61	31.22

LOCATIONS TO SERVE YOU		STATEMENT OF DISCLAIMER	DESCRIPTION	TOTALS
COLLINGWOOD TEL.: (705) 445-2634 FAX: (705) 445-8013	NEWMARKET TEL.: (905) 952-2855 FAX: (905) 952-2859	The undersigned owner, or duly authorized representative, authorizes the repair and service work listed above, together with the necessary parts and hereby grants you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. Lewis Motor Sales Inc. ("dealer") does not assume any liability for damages to the vehicle or its contents while in its possession. Any warranties on the parts and accessories sold hereby are made by the manufacturer. The undersigned understands and agrees that dealer makes no warranties of any kind, express or implied. The undersigned acknowledges the indebtedness shown and an express lien pursuant to the Repair and Storage Liens Act. Until payment in full of the within account is received and as long as said lien is in force, the vehicle shall at all times be subject to seizure on demand by dealer's designated and authorized agent together with the cost of said seizure. I/We hereby accept the responsibility to retorque all wheels which were removed and remounted for any reason, within 160 km of the wheel(s) being remounted. SIGNATURE X	LABOUR AMOUNT	
			PARTS AMOUNT	
NORTH BAY TEL.: (705) 472-7220 FAX: (705) 472-2741	OWEN SOUND TEL.: (519) 372-2537 FAX: (519) 372-3466		GAS, OIL, LUBE	
			SUBLET AMOUNT	
			MISC. CHARGES	
			TOTAL CHARGES	
			DEDUCTIBLE	
			SALES TAX HST	
			PLEASE PAY THIS AMOUNT	

LEWIS

BARRIE COLLINGWOOD NEWMARKET NORTH BAY OWEN SOUND

CUSTOMER #: 3582
UNIT# TANKER43

247907

INVOICE

TOWNSHIP OF MULMUR
758070 2ND LINE EAST
MULMUR, ON L9V 0G8

PAGE 4

LEWIS MOTOR SALES INC.
76 MAPLEVIEW DR. W.
BARRIE, ONTARIO L4N 9H6
TEL.: (705) 728-3026
FAX: (705) 721-1766
E-MAIL: info@lewismotorsinc.com
WEBSITE: www.lewismotorsinc.com

HOME: CONT: 466-3341
BUS: 466-3341 CELL:

SERVICE ADVISOR: 47 KIMBERLY SWAIN *Sheila*

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	ODOMETER IN/ OUT	HOURS
TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830

IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17

R.O. OPENED: READY OPTIONS: ENG:International_570_CID_DSL

12:30 24OCT17 09:54 30NOV17

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
3	3543727C1	O-RING, HVAC			5.92	3.72	11.16
2	3543728C1	O-RING, HVAC			4.69	2.95	5.90
2	5316051	HOSE CLAMP #16-S			1.23	1.23	2.46
3	500-65035	HOSE-BLUE HI-MILER HEATER			5.76	4.32	12.96
1	145WHD	COCK, 1/4" DRAIN			4.45	1.94	1.94
2	FLTPSF32	PWR STRG FLUID, 32oz			11.42	9.47	18.94
4	ZJB227811487	ANTIFRZ, RED PM 4L			13.62	9.69	38.76
-1	1842593C92	CORE RETURN			1266.93	65.00	-65.00
-1	2595807C92	CORE RETURN			16804.02	3900.00	-3900.00
-1	5010581R91	CORE RETURN			4920.06	568.75	-568.75
-6	5010657R92	CORE RETURN			648.83	325.00	-1950.00
1	FWE35496	CLAMP, 3.5" TURBO 'V'			49.84	26.51	26.51
1	3583096C1	HOSE ASY CAC			81.50	65.57	65.57
1	3543541C1	HOSE, CAC HOT SIDE			96.13	65.54	65.54
2	3557857C1	CLAMP, 3.56-4.06 CAC			69.89	43.68	87.36
2	DLG306	1/4" X6 SHRINK TUBE			2.64	1.65	3.30
5	L2055	12-10G BUTT TERMINAL			0.56	0.38	1.90
1	L2005	5/16Y EYE TERMINAL			0.76	0.51	0.51
1	L2010	#10B EYE TERMINAL			0.76	0.51	0.51
1	1841404C3	SENSOR WATER IN LINE			64.09	42.12	42.12
1	ZJB222290464	OIL, 3.79L 15W40 CK4			21.36	18.80	18.80

SUBL CURRIE TOWING/#76183--TOW CALL OCT 24/17 TO LEWIS MOTORS IN BARRIE PO#19043

PARTS: 32359.80 LABOR: 5808.00 OTHER: 739.38 TOTAL LINE A: 38907.18

B** REPLACE STARTER MOTOR ASSY.. ROTTEN SOLENOID
A12-T1 REPLACED STARTER MOTOR ASSEMBLY
149 CP
1 8200433 STARTER, 39MT 561.52 356.75
PARTS: 356.75 LABOR: 0.00 OTHER: 0.00 TOTAL LINE B: 356.75

C** REPLACE BRAKE AIR COMPRESSOR ..CUSTOMER REQUESTED

LOCATIONS TO SERVE YOU	STATEMENT OF DISCLAIMER	DESCRIPTION	TOTALS
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		PARTS AMOUNT	
NEWMARKET TEL.: (905) 952-2855 FAX: (905) 952-2859	The undersigned acknowledges the indebtedness shown and an express lien pursuant to the Repair and Storage Liens Act. Until payment in full of the within account is received and as long as said lien is in force, the vehicle shall at all times be subject to seizure on demand by dealer's designated and authorized agent together with the cost of said seizure.	GAS, OIL, LUBE	
		SUBLET AMOUNT	
NORTH BAY TEL.: (705) 472-7220 FAX: (705) 472-2741	We hereby accept the responsibility to retorque all wheels which were removed and remounted for any reason, within 160 km of the wheel(s) being remounted.	MISC. CHARGES	
		TOTAL CHARGES	
OWEN SOUND TEL.: (519) 372-2537 FAX: (519) 372-3466	SIGNATURE	DEDUCTIBLE	
		SALES TAX HST	
		PLEASE PAY THIS AMOUNT	

engine was not paid for
Page 12 of 618.09 + HST over

LEWIS

BARRIE - COLLINGWOOD - NEWMARKET - NORTH BAY - OWEN SOUND

CUSTOMER #: 3582
UNIT# TANKER43

247907

INVOICE

PAGE 5

LEWIS MOTOR SALES INC.
76 MAPLEVIEW DR. W.
BARRIE, ONTARIO L4N 9H6
TEL.: (705) 728-3026
FAX: (705) 721-1768
E-MAIL: info@lewismotorsinc.com
WEBSITE: www.lewismotorsinc.com

TOWNSHIP OF MULMUR
758070 2ND LINE EAST
MULMUR, ON L9V 0G8

HOME: CONT:466-3341
BUS: 466-3341 CELL:

SERVICE ADVISOR: 47 KIMBERLY SWAIN

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	ODOMETER IN/ OUT	HOURS	
TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830	
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17
R.O. OPENED	READY	OPTIONS:	ENG:International_570_CID_DSL				
12:30 24OCT17	09:54 30NOV17						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
A12-T1 REPLACE BRAKE AIR COMPRESSOR							
				149 CP		0.00	0.00
				1 1845232C1 ELBOW, DRAIN HOSE	59.95	39.00	39.00
				1 BXOR284358X D2 GOVERNOR	47.35	24.07	24.07
				1 BX5014488X AIR COMPRESSOR	1536.96	758.06	758.06
				CORE CHARGE C		625.73	625.73
				-1 BX5014488X CORE RETURN	1536.96	625.73	-625.73
				1 1821023C1 HOSE, AIR COMP	65.77	55.44	55.44
				1 394372C2 HOSE ASY	62.79	52.93	52.93
				1 1870846C91 BOLT KIT, EGR	62.57	41.71	41.71
				1 1823929C1 BOLT, M12X1.25 METRIC	6.78	4.29	4.29
				1 1830070C1 GEAR, AIR COMPRESSOR	134.30	109.46	109.46
				1 PER51550 GASKET ELIMINATOR	28.22	19.34	19.34
PARTS:	1104.30	LABOR:	0.00	OTHER:	0.00	TOTAL LINE C:	1104.30

D** REPLACE CLUTCH ASSY ...REMOVED FOUND BROKEN DISC.. <i>no quotation</i>							
A12-T1 REPLACE CLUTCH ASSEMBLY							
				149 CP		0.00	0.00
				1 C20892525 CLUTCH, 15.5 2050VC	1437.13	1118.99	1118.99
				1 BA6306-2RS PILOT BEARING, 306	11.64	9.89	9.89
				1 1841227C1 GASKET, FLYWHL HOUS	59.86	40.58	40.58
				1 C127760 2" CLUTCH BRAKE	28.12	21.92	21.92
				3 DS657018X STRAP KIT, UJOINT	13.61	9.06	27.18
				2 1862X25WHD UNION, 5/32 PUSH	9.06	3.41	6.82
SUBL IDEAL SUPPLY/#4173302--MACHINE FLYWHEEL PO#19051							
				CP		147.86	147.86
PARTS:	1225.38	LABOR:	0.00	OTHER:	147.86	TOTAL LINE D:	1373.24

E** REPAIR TRANSMISSION OIL LEAKS ...LEAKING FROM TOP OF TRANSMISSION <i>agreed in motion</i>							
A20-T1 REPAIR TRANSMISSION OIL LEAK							
				149 CP		0.00	0.00
				1 FUL4305294 GASKET, SHIFT TOWER	19.59	13.89	13.89
PARTS:	13.89	LABOR:	0.00	OTHER:	0.00	TOTAL LINE E:	13.89

LOCATIONS TO SERVE YOU		STATEMENT OF DISCLAIMER	DESCRIPTION	TOTALS
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			PARTS AMOUNT	
NORTH BAY TEL.: (705) 472-7220 FAX: (705) 472-2741	OWEN SOUND TEL.: (519) 372-2537 FAX: (519) 372-3466	SIGNATURE X	GAS, OIL, LUBE	
			SUBLET AMOUNT	
			MISC. CHARGES	
			TOTAL CHARGES	
			DEDUCTIBLE	
			SALES TAX HST	
			PLEASE PAY THIS AMOUNT	

CUSTOMER COPY

LEWIS

BARRIE · COLLINGWOOD · NEWMARKET · NORTH BAY · OWEN SOUND

CUSTOMER #: 3582
UNIT# TANKER43

247907

INVOICE

TOWNSHIP OF MULMUR
758070 2ND LINE EAST
MULMUR, ON L9V 0G8

PAGE 6

LEWIS MOTOR SALES INC.
76 MAPLEVIEW DR. W.
BARRIE, ONTARIO L4N 9H6
TEL.: (705) 728-3026
FAX: (705) 721-1786
E-MAIL: info@lewismotorsinc.com
WEBSITE: www.lewismotorsinc.com

HOME: CONT: 466-3341
BUS: 466-3341 CELL:

SERVICE ADVISOR: 47 KIMBERLY SWAIN

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	ODOMETER IN/OUT	HOURS	
TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830	
IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17
R.O. OPENED	READY	OPTIONS:	ENG:International_570_CID_DSL				
12:30 24OCT17	09:54 30NOV17						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
------	--------	------	------	-------	------	-----	-------

F** REPLACE AIR HORN...FALLING OFF TRUCK

A20-T1 REPLACE AIR HORN	149 CP					0.00	0.00
1 1670115C1 HORN,AIR SINGLE				180.43	137.34		137.34
1 1868X4WHD FITTING,1/8X1/4 PTC				8.28	3.13		3.13
PARTS: 140.47	LABOR: 0.00	OTHER: 0.00	TOTAL LINE F:				140.47

G** REPAIR ENGINE BRAKE..OIL MANIFOLD AND SENSORS ...MANIFOLD CRACKED INTERNALLY

A12-T1 REPLACE ENGINE BRAKE	149 CP					0.00	0.00
6 1841923C98 ADAPTER,INJ OIL PUCK				64.01	40.01		240.06
1 1845536C91 INJ PRESSURE SENSOR				391.80	267.13		267.13
1 1844402C1 VALVE,BRAKE SHUTOFF				758.44	505.60		505.60
1 1822713C1 CONNECTOR				16.99	11.59		11.59
1 1847786C99 MANIFOLD,OIL RAIL				9245.92	4866.31		4866.31
CORE CHARGE C					406.25		406.25
-1 1847786C99 CORE RETURN				9245.92	406.25		-406.25
6 ZBJD836029 TIE STRAP,15" HVY				0.48	0.17		1.02
PARTS: 5891.71	LABOR: 0.00	OTHER: 0.00	TOTAL LINE G:				5891.71

H** REPLACE ENGINE IDLER PULLEYS AND TENSIONER

A12-T1 REPLACE ENGINE IDLER PULLEYS & TENSIONER	149 CP					0.00	0.00
1 1842600C1 BELT				130.84	91.56		91.56
1 1841760C1 TENSIONER				368.05	250.94		250.94
1 1841930C1 PULLEY,SMOOTH IDLER				212.27	144.73		144.73
1 1841988C1 COVER,IDER				35.54	24.23		24.23
1 1841976C2 SPACER,IDLER PULLEY				113.02	77.06		77.06
1 31064R1 BOLT,M10X80				6.48	5.35		5.35
PARTS: 593.87	LABOR: 0.00	OTHER: 0.00	TOTAL LINE H:				593.87

MISC SHOP CHG

80.00

LOCATIONS TO SERVE YOU	STATEMENT OF DISCLAIMER	DESCRIPTION	TOTALS
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		PARTS AMOUNT	
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		SUBLET AMOUNT	
NORTH BAY TEL.: (705) 472-7220 FAX: (705) 472-2741	SIGNATURE X	MISC. CHARGES	
		TOTAL CHARGES	
OWEN SOUND TEL.: (519) 372-2537 FAX: (519) 372-3466		DEDUCTIBLE	
		SALES TAX HST	
		PLEASE PAY THIS AMOUNT	

LEWIS

BARRIE · COLLINGWOOD · NEWMARKET · NORTH BAY · OWEN SOUND

CUSTOMER #: 3582
UNIT# TANKER43

247907

INVOICE

TOWNSHIP OF MULMUR
758070 2ND LINE EAST
MULMUR, ON L9V 0G8

HOME: CONT: 466-3341
BUS: 466-3341 CELL:

PAGE 7

LEWIS MOTOR SALES INC.
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SERVICE ADVISOR: 47 KIMBERLY SWAIN

UNIT	YEAR	MAKE/MODEL	VIN	LICENSE	ODOMETER IN/ OUT	HOURS
TANKER43	05	INTERNATIONAL 7500	1HTWNAZT85J131695	7786ZJ	313967/313967	T15830

IN SERVICE DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	LABOUR RATE	PAYMENT	INV. DATE
28NOV05 DD			17:00 30NOV17		0.00	CWOOD	30NOV17

R.O. OPENED	READY	OPTIONS:
12:30 24OCT17	09:54 30NOV17	ENG:International_570_CID_DSL

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
***** EXTENDED PARTS AND SERVICE HOURS *****							
***** MON - THURS 7:00 AM TO 12:00 AM *****							
***** FRIDAY - 7:00 AM TO 6:00 PM *****							
***** SATURDAY - 8:00 AM TO 4:00 PM *****							
** ALL WHEELS REMOVED FOR REPAIRS MUST BE **							
***** RETORQUED WITHIN 100 KILOMETERS *****							

CUSTOMER PAY H.S.T. 134762087

6299.98

LOCATIONS TO SERVE YOU

COLLINGWOOD
TEL.: (705) 445-2634
FAX: (705) 445-8013

NEWMARKET
TEL.: (905) 952-2855
FAX: (905) 952-2859

NORTH BAY
TEL.: (705) 472-7220
FAX: (705) 472-2741

OWEN SOUND
TEL.: (519) 372-2537
FAX: (519) 372-3466

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I/We hereby accept the responsibility to retorque all wheels which were removed and remounted for any reason, within 160 km of the wheel(s) being remounted.

SIGNATURE
X

DESCRIPTION	TOTALS
LABOUR AMOUNT	5808.00
PARTS AMOUNT	41686.17
GAS, OIL, LUBE	0.00
SUBLET AMOUNT	887.24
MISC. CHARGES	80.00
TOTAL CHARGES	48461.41
DEDUCTIBLE	0.00
SALES TAX HST	6299.98
PLEASE PAY THIS AMOUNT	54761.39



MINUTES

MULMUR-MELANCTHON FIRE BOARD

Monday, October 23, 2017

Fire Hall – 7:00 pm

i) Tanker Update

The Board was advised that the engine on the Tanker failed again and is not repairable. This tanker was scheduled to be replaced in 2020. The Board reviewed several quotations for remanufactured engines as well as discussed the cost of purchasing a new and/or used tanker or just a cab and chassis. The Board discussed the recent repairs to the tank itself, which are estimated to last another four years. The Board deemed it most expedient and fiscally responsible to replace the motor with a remanufactured one keeping the existing tank, cab and chassis. The Board further noted that when the time came to replace the tanker, reserve funds would be built up again and the old one could be sold at auction. The Board also agreed that although the engine came with a two year warranty, if reasonable, an extended warranty could be added.

Motion #57-17: White-Webster: THAT the Mulumur-Melancthon Fire Board reviewed the options for the tanker and approves the quote from Lewis Motor Sales in the amount of \$29,469.37; AND FURTHER THAT, the funds for this purchase be taken from the capital reserve fund; AND FURTHER THAT, additional work as discussed – clutch, high temp/low oil shut off – be done at the same time with the funds coming from capital reserves.

Carried.

Direction was given to the Secretary to approve the purchase of the extended warranty if deemed reasonable.

PROFITABILITY INFO - NOT FOR WEB

Repair Management
BY NAVISTAR

LEWIS MOTOR SALES INC.
76 MAPLEVIEW DR. W. - BARRIE, ON L4N9H6
Phone: (1) 705-7283026 - Fax: (1) 705-7333807
Estimate Number: 1910291 - RO Number: N/A
Service Writer: Jeff Morris - Date: 23/08/2017 11:34 AM (C)



Currency: CAD

Unit No: **LEWIS MOTOR SALES INC.**

VIN: 1HTWNAZT85J131695
Model: 7500 SBA 6X4
Engine: HT570 340 HP/2100 RPM GOV SPD
Make: International
Delivered: 28/11/2005
In Service: 11 Years 9 Months
Mileage: 0 Eng Hrs: 0

Recall/AFC: No
Contact Name: Chris Pink
Position: primary
Phone: (705) 984-8058
E-Mail: chrispink@lewismotorsinc.com
PO Number:

Operation (All Sections)	Labor Cost	Parts Cost	Core Charge	Total Cost
RE AND RE ENGINE ASSY	\$3,696.00	\$1,000.00	\$0.00	\$4,696.00
(1) EPI [SUPERCEDED] ITEM				
Stripped (LONG BLOCK) Service Engine Parts, Transfer	\$2,112.00	\$19,191.09	\$0.00	\$21,303.09
(18) BOLT, FLANGE M8 X 1.25MM X 24MM				
(1) GASKET OIL PAN				
(1) KIT, OIL PAN W/STIFFENER RAIL				
(1) FLEETRITE WATER PUMP INLINE DT				
(1) THERMOSTAT ASSEMBLY				
(1) HOSE, RADIATOR 64 MM I.D. X 241" MM				
(1) HOSE, RADIATOR INLET				
(1) HOSE RAD OUTLET LOWER RADIATOR				
(2) CLAMP HEAT EXCHANGER				
(4) CLAMP HEAT EXCHANGER 2.56"-3.06"				
(1) BELT, FAN "V"- RIBBED 8 PACKAGE 94.25"				
(1) MANIFOLD ASSY EXHAUST LOW MT				
(12) BOLT, TORQUE PREVAILING M12 X 1.75 X 40 MM				
(1) KIT, TURBOCHARGER MOUNTING				
(1) TUBE ASSEMBLY, TURBOCHARGER OIL INLET				
(6) INJECTOR ASSY, REMAN 570 HIGH				
(1) KIT TURBOCHARGER REMANUFACTURED 466/570 LOW MOUNTING				
(1) GASKET ASSY VALVE CVR/UVC HARN				
(1) KIT, HP OIL RAIL SEALS				
(8) SLEEVE, COMPRESSION FITTING 3/8"				
(1) KIT IPR VALVE W/ CONNECTOR SEA				
(1) CONNECTOR, INJECTOR CONTROL REGULATOR & SENSOR				
(1) SENSOR, CAMSHAFT /CRANKSHAFT POSITION				
(1) SENSOR ASSY ENG OIL PRESSURE				
(1) GASKET AIR COMPRESSOR				
(1) ELBOW, DRAIN HOSE				
(1) COOLANT KIT, RETURN HOSE EXHAUST GAS RECIRCULATION 21"				
(2) BOLT, FLANGE M8 X 1.25MM X 30MM				
(1) GASKET INLET DUCT TO INTAKE MANIFOLD				
(1) KIT, HP OIL RAIL SEALS				
(1) SENSOR, INJECTOR CONTROL PRESSURE				
(1) SENSOR, MANIFOLD AIR TEMPERATURE				
(1) SENSOR, INTAKE MANIFOLD AIR PRESSURE				
(1) KIT, EGR VALVE				
(1) GASKET, MOUNTING POWER STEERING PUMP				
(1) GASKET OIL SUCTION TUBE				
(1) GASKET INLET				
(1) HARNESS ASSEMBLY, SENSOR ENGINE				
(1) LUBE SPIN-ON				
(1) OUTER AIR ELEMENT				
(29) CHEV DELO 400 LE 15W-40 (CJ-4)				
(1) COOLER ASSEMBLY, OIL				

Notes: [23/08/2017 11:34 AM] - Dealer: CHECK AND DIAG FOR ESTIMATE FOR OVERHAUL

Parts:	\$20,191.09
Core:	\$0.00
Labor:	\$5,808.00
Shop:	\$80.00
Tax:	\$3,390.28
TOTAL:	\$29,469.37

This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. AUTHORIZED BY: _____
DATE: / /

Insectors
high pressure oil pump ✓
insector pump
air compressor 300-500

new.

Casa chassis \$125,000
20,000 + 40,000
*Commits 345
11,000 4 dr.
Jim Anderson

Mulmur-Melancthon Fire Department
 Internet usage and cell phone (net of HST)

2016		
Date Paid	Cell Phone	Hub
Dec	67.02	10.00
Nov	66.01	105.41
Oct	106.01	154.86
Sept	66.51	60.41
Aug	68.03	60.40
July	66.31	60.20
June	65.00	85.20
May	65.00	48.33
Apri	64.60	85.00
March	66.51	105.20
Feb	67.02	130.17
Jan	80.13	178.54
total 2016	848.15	1083.72

2018		
Date Paid	Cell Phone	Hub
Dec	65.07	99.99
Nov	65.07	99.99
Oct	65.07	99.99
Sept	65.07	99.99
Aug	65.07	99.99
July	65.07	99.99
June	65.07	99.99
May	65.07	99.99
Apri	65.07	99.99
March	65.07	198.99
Feb	67.73	224.68
Jan	250.70	479.31
total 2016	969.12	1802.89

2017		
Date Paid	Cell Phone	Hub
Dec	86.42	563.59
Nov	204.17	354.75
Oct	65.50	213.18
Sept	67.52	85.00
Aug	66.01	85.00
July	65.50	105.00
June	65.50	120.65
May	68.03	127.84
Apri	66.01	255.92
March	67.02	123.60
Feb	66.51	149.23
Jan	81.01	372.09
total 2016	969.20	2555.85

* March 22 new internet
 Xplornet \$100 per month

Kerstin Vroom

From: Heather Boston
Sent: Friday, March 09, 2018 8:58 AM
To: Kerstin Vroom
Subject: FW: Your Xplornet package and installation details
Attachments: Welcome to Xplornet.pdf



Hello Heather Boston / Mulmur Township-FireDept,

Thank you for your call today and for choosing Xplornet! For your reference, details of the packages we discussed are below.

I've also attached some important information about your Xplornet services in the email. Please take a few moments to review this information prior to installation of your service.

Xplornet Internet Account and Package Information:

Your new account number is 1122171.

Service Type	Download Speed (Up To)	Monthly Data	Regular Rate	Xplornet Equipment Installation	Contract Term	Package Type*
Satellite	10 Mbps	100 GB	\$99.99	\$ 99.	2-Year	LS

* Limited State Packages: If you exceed your monthly usage allowance, your service will go into a limited state. During this time, your download and upload speeds will be restricted to 150 kbps. The limited connection will continue for the remainder of your billing cycle.

For additional information regarding your Package Type, please visit

<https://www.xplornet.com/legal/usage-traffic-policies/>

Your installation appointment is scheduled for 09/03/2018. The installer will contact you prior to your installation date to confirm details. This call could come from an unknown or blocked ID. If the installer is unable to contact you prior to the scheduled installation date there is a possibility the installation will be rescheduled.

Thank you for enrolling in Xplornet Xtra Care! You'll have peace of mind knowing that you are now covered for unexpected service issues during and after your 1-year service visit warranty period.

Because you enrolled today, you will receive 3 months of Xtra Care at no charge. Your Xtra Care coverage begins as soon as the regular 1-year service visit warranty expires. You will be billed \$7.50/month in month 16, 3 months after your Xtra Care start date. You can find full warranty coverage details [here](#).

If you have any questions about your packages or service installation, you can reach me by phone at the number provided at the bottom of this email.

Promotions:

- If you are a current Shaw Direct customer, you may be eligible for a \$50 credit within the first 30 days you are with Xplornet. You will need to provide your Shaw Account number if you would like to take advantage of this offer.
- Xplornet is proud to offer our Refer-a-Friend program. You can earn a \$25 credit for each new customer you refer to Xplornet. Please visit xplornet.com/promotions for more details about both of these programs.

Once again, thank you for choosing Xplornet. We are very happy to welcome you to the Xplornet family!

Paul

Xplornet - Sales

1-866-841-6003 ext. 444-1138

Email: paul.lewis@corp.xplornet.com

Xplornet Communications Inc.

Accounts Payable

AP Approval: Feb 24 - April 5, 2018

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2018 to 05/04/2018 Paid Invoices Cheque Date 24/02/2018 to 05/04/2018

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
MM Fire - Rev/Exp						
02-1094-5105	000345	WORKPLACE SAFETY & INSURANCE BOARD	MARCH 2018 WSIB - 2018 1ST QTR	31/03/2018	31/03/2018	1,664.91
02-1094-5112	090441	TOWNSHIP OF MULMUR	030056 JAN0FEB FUEL PURCHASE	31/03/2018	31/03/2018	612.61
02-1094-5114	000171	SAMMONS CUSTOM FARMING	3483 SNOW REMOVAL: FEBRUARY	28/02/2018	28/02/2018	452.00
02-1094-5114	000047	SENTRY DOOR	720A GARAGE DOOR REPAIR	28/02/2018	16/03/2018	302.28
02-1094-5114	000034	GARDNER DENVER CANADA CORP	90376858 AIR COMPRESSOR SERVICE	26/03/2018	31/03/2018	954.21
			Account Total			1,708.49
02-1094-5115	000026	DUFFERIN APPAREL & PROMOTIONAL PROD	119667 25 TOQUES	15/01/2018	16/03/2018	309.34
02-1094-5115	000026	DUFFERIN APPAREL & PROMOTIONAL PROD	119761 BADGES: GOLD/WHITE	30/01/2018	16/03/2018	807.95
02-1094-5115	000535	SHELBURNE HOME HARDWARE BUILDING	223027/1 QUICK LINK/RCP MTL 6"	22/02/2018	27/02/2018	59.86
02-1094-5115	000037	FISHER'S REGALIA	38452 PARADE GLOVES/INSIGNIA/BADGE	20/02/2018	28/02/2018	88.14
02-1094-5115	090500	BRYAN'S ELECTRIC MOTORS & PUMPS	67973 O RINGS	28/02/2018	16/03/2018	13.56
			Account Total			1,278.85
02-1094-5116	090514	RECEIVER GENERAL FOR CANADA (LICENCE	20180037917 2018 FIRE RADIO LICENCE	08/02/2018	21/02/2018	1,027.60
02-1094-5117	001363	HYDRO ONE NETWORKS INC.	Feb 8 2018 JAN 2018 HYDRO	28/02/2018	28/02/2018	503.27
02-1094-5117	001363	HYDRO ONE NETWORKS INC.	MARCH 9, 2018 FEB 2018 HYDRO	31/03/2018	31/03/2018	481.23
			Account Total			984.50
02-1094-5118	091079	MINISTRY OF FINANCE	14130218016 LEGISLATION COURSE: JR	13/02/2018	21/02/2018	65.00
02-1094-5120	090994	TELIZON INC.	03500520180213 ACTT#35005 - FIRE FEBRUARY	13/02/2018	21/02/2018	110.68
02-1094-5120	090994	TELIZON INC.	03500520180313 ACTT#35005 - FIRE MARCH	13/03/2018	16/03/2018	111.17
02-1094-5120	009073	BELL MOBILITY	Feb 13 2018 CELL PHONE	13/02/2018	27/02/2018	76.53
02-1094-5120	009073	BELL MOBILITY	Feb 13 2018 INTERNET	13/02/2018	27/02/2018	253.89

Accounts Payable

AP Approval: Feb 24 - April 5, 2018

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2018 to 05/04/2018 Paid Invoices Cheque Date 24/02/2018 to 05/04/2018

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
02-1094-5120	009073	BELL MOBILITY	MARCH 13 2018 CELL PHONE: MARCH	13/03/2018	31/03/2018	73.45
02-1094-5120	009073	BELL MOBILITY	MARCH 13 2018 INTERNET: MARCH	13/03/2018	31/03/2018	283.54
02-1094-5120	091164	SWISH MAINTENANCE LIMITED	S044330 GPS FEE: FEBRUARY	27/02/2018	28/02/2018	158.20
02-1094-5120	091164	SWISH MAINTENANCE LIMITED	S044532 MARCH GPS FEE	29/03/2018	31/03/2018	158.20
Account Total						1,225.66
02-1094-5124	090883	SPARLINGS PROPANE CO. LTD	88725061276120 ANNUAL PROPANE TANK RENTAL	31/03/2018	31/03/2018	67.74
02-1094-5124	090883	SPARLINGS PROPANE CO. LTD	88725061376557 PROPANE	13/02/2018	21/02/2018	1,741.79
02-1094-5124	090883	SPARLINGS PROPANE CO. LTD	88725061421827 PROPANE	28/02/2018	16/03/2018	428.33
Account Total						2,237.86
02-1094-5142	090441	TOWNSHIP OF MULMUR	RI-735853 2018 KEYSTONE RENEWAL	28/02/2018	28/02/2018	1,126.84
02-1094-5144	000046	STAYNER RENTAL LTD	226478 LIFT TOW RENTAL	22/02/2018	28/02/2018	265.55
02-1094-5145	000025	TORONTO DOMINION VISA (HB)	Feb 5 2018 MTO REPORTS	28/02/2018	28/02/2018	210.00
02-1094-5146	090454	TD CANADA TRUST AUTO DEBITS	Feb 21 2018 FEB EFT S/C	28/02/2018	28/02/2018	35.60
02-1094-5146	090454	TD CANADA TRUST AUTO DEBITS	mARCH 2018 MARCH EFT S/C	31/03/2018	31/03/2018	35.60
Account Total						71.20
02-1094-5160	000622	GORD DAVENPORT AUTOMOTIVE INC.	14417-177502 LOAD TESTER	27/02/2018	28/02/2018	55.31
02-1094-5160	000044	TORONTO DOMINION VISA (JR)	MARCH 5 2018 CHAINSAW PARTS/BUNGEE CORDS	31/03/2018	31/03/2018	129.50
Account Total						184.81
02-1094-5162	000622	GORD DAVENPORT AUTOMOTIVE INC.	14417-177501 RESCUE 42: BATTERY	28/02/2018	28/02/2018	323.09
02-1094-5162	000622	GORD DAVENPORT AUTOMOTIVE INC.	14417-177509 RESCUE 42: BATTERY RETURN	28/02/2018	28/02/2018	-16.00
Account Total						307.09
02-1094-5165	000044	TORONTO DOMINION VISA (JR)	MARCH 5 2018 TRAILER: WHEEL CHOCK/PARTS	31/03/2018	31/03/2018	126.00

Accounts Payable

AP Approval: Feb 24 - April 5, 2018

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2018 to 05/04/2018 Paid Invoices Cheque Date 24/02/2018 to 05/04/2018

Account	Vendor Number	Vendor Name	Invoice Number	Invoice Item Description	Invoice Date	Entry Date	Item Amount
Account Total							126.00
Department Total							13,096.97
Total Paid Invoices							13,096.97
Total Unpaid Invoices							0.00
Total Invoices							13,096.97

Payroll: \$2,353.20

Grand Total: \$15,450.17

Ingenious Software
 (530642 Ontario Limited)
 1423 Park St.
 Nelson, BC V1L 2H7

Estimate

Date	Estimate #
18-03-12	431

Name / Address
758070 2nd Line E Mulumur, ON

Project

Description	Qty	Rate	Total
FP2 Lite Package for 1 license, 1 password & 1 station, including Incident Reports, Firefighters, Training, Inventory Lite, Reminders, PDF printing & Word Processing		1,995.00	1,995.00
FirePro2 Service Contract (Annual Cost)		598.50	598.50
HST (ON) on sales		13.00%	337.16

Total		\$2,930.66
--------------	--	------------

Phone #
(250)352-9495

E-mail	Web Site
info@fp2.ca	www.fp2.ca

GST/HST No. 106327422

MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017
(Unaudited - See Review Engagement Report)

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MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
INDEX TO THE CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2017
(Unaudited - See Review Engagement Report)

	Page
INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT	3
CONSOLIDATED FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Changes in Net Financial Assets	6
Consolidated Statement of Cash Flows	7
Notes to the Consolidated Financial Statements	8 - 10
Consolidated Schedule Accumulated Surplus	11

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Chartered
Professional
Accountants

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the members of Mulmur-Melancthon Volunteer Fire Department

We have reviewed the accompanying consolidated financial statements of Mulmur-Melancthon Volunteer Fire Department that comprise the consolidated statement of financial position as at December 31, 2017 and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying consolidated financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of the consolidated financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these consolidated financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the consolidated financial statements do not present fairly, in all material respects, the financial position of Mulmur-Melancthon Volunteer Fire Department as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Guelph, Ontario
April 9, 2018

Chartered Professional Accountants
Licensed Public Accountants

MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2017

(Unaudited - See Review Engagement Report)

	2017	2016
FINANCIAL ASSETS		
Cash	\$ 157,644	\$ 94,910
Accounts receivable	<u>47,481</u>	<u>20,111</u>
	<u>205,125</u>	<u>115,021</u>
LIABILITIES		
Accounts payable and accrued liabilities	<u>29,159</u>	<u>11,380</u>
NET FINANCIAL ASSETS	<u>175,966</u>	<u>103,641</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (note 6)	478,660	452,590
Prepaid expenses	<u>10,581</u>	<u>13,173</u>
	<u>489,241</u>	<u>465,763</u>
ACCUMULATED SURPLUS	<u>\$ 665,207</u>	<u>\$ 569,404</u>

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MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2017

(Unaudited - See Review Engagement Report)

	2017 Budget (note 5)	2017 Actual	2016 Actual
REVENUES			
Fire calls, inspections and miscellaneous income	\$ 0	\$ 46,081	\$ 19,249
Grants	<u>0</u>	<u>9,199</u>	<u>0</u>
	<u>0</u>	<u>55,280</u>	<u>19,249</u>
Township of Mulmur (note 4)	206,293	203,633	209,715
Township of Melancthon (note 4)	<u>95,765</u>	<u>95,064</u>	<u>88,439</u>
	<u>302,058</u>	<u>298,697</u>	<u>298,154</u>
	<u>302,058</u>	<u>353,977</u>	<u>317,403</u>
EXPENSES			
Amortization	0	50,109	47,314
Breathing apparatus	3,000	3,377	6,325
Communication equipment	17,000	13,153	13,625
Conventions, conferences and courses	4,000	3,597	3,139
Fire hall maintenance	6,000	5,534	7,211
Fire prevention	1,000	270	440
Accounting, legal and insurance	30,600	22,122	30,120
License and membership fees	275	409	270
Materials, supplies and services	37,512	13,934	16,950
Radio maintenance	3,000	1,774	2,933
Secretarial services	10,000	10,000	10,000
Utilities	9,750	9,120	9,073
Firefighter salaries and benefits	93,593	106,418	89,837
Vehicle	<u>17,700</u>	<u>18,357</u>	<u>12,555</u>
	<u>233,430</u>	<u>258,174</u>	<u>249,792</u>
ANNUAL SURPLUS	<u>\$ 68,628</u>	95,803	67,611
ACCUMULATED SURPLUS, beginning		<u>569,404</u>	<u>501,793</u>
ACCUMULATED SURPLUS, ending		<u>\$ 665,207</u>	<u>\$ 569,404</u>

MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2017

(Unaudited - See Review Engagement Report)

	2017 Actual	2016 Actual
Annual surplus	\$ <u>95,803</u>	\$ <u>67,611</u>
Acquisition of tangible capital assets	(76,179)	(36,633)
Amortization	<u>50,109</u>	<u>47,314</u>
	<u>(26,070)</u>	<u>10,681</u>
	<u>69,733</u>	<u>78,292</u>
Decrease in prepaid expense	<u>2,592</u>	<u>578</u>
INCREASE IN NET FINANCIAL ASSETS	72,325	78,870
NET FINANCIAL ASSETS, beginning of year	<u>103,641</u>	<u>24,771</u>
NET FINANCIAL ASSETS, end of year	\$ <u>175,966</u>	\$ <u>103,641</u>

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MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2017
(Unaudited - See Review Engagement Report)

	2017	2016
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Annual surplus	\$ 95,803	\$ 67,611
Amortization	<u>50,109</u>	<u>47,314</u>
	<u>145,912</u>	<u>114,925</u>
Net changes in non-cash working capital		
Accounts receivable	(27,370)	(4,488)
Prepaid expenses	2,592	578
Accounts payable and accrued liabilities	<u>17,779</u>	<u>2,599</u>
	<u>(6,999)</u>	<u>(1,311)</u>
	<u>138,913</u>	<u>113,614</u>
CASH (USED IN) CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	<u>(76,179)</u>	<u>(36,633)</u>
NET INCREASE IN CASH	62,734	76,981
CASH, beginning of year	<u>94,910</u>	<u>17,929</u>
CASH, end of year	<u>\$ 157,644</u>	<u>\$ 94,910</u>

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**MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

(Unaudited - See Review Engagement Report)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Mulmur-Melancthon Volunteer Fire Department are the representation of management prepared in accordance with accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Summarized below are the significant accounting policies:

(a) Basis of Consolidation

The operations of this joint board are to be consolidated in the Financial Statements of the participating municipalities on a proportionate consolidation basis.

(b) Basis of Accounting

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(c) Credit Risk Management

The organization is exposed to credit risk on the accounts receivable from insurance companies. They do not have significant exposure to any individual customer or counterpart.

(d) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Amortization is provided over the estimated useful life of the assets, using the straight-line method. The useful life of the assets is based on estimates made by Council. The following rates are being used:

Land improvements	20 years
Vehicles	10 - 20 years
Firefighting equipment	5 - 20 years

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

**MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2017**

(Unaudited - See Review Engagement Report)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) Revenue Recognition

Fire calls and services are recorded as revenue when the emergency services are provided.

Municipal contributions are recognized as the budgeted amounts are approved by the council of the participating municipalities. An adjustment is calculated at the end of the fiscal year to bring both participating municipalities' capital share to 50%.

2. USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Significant estimates made by management include the useful lives of tangible capital assets. Actual results could differ from those estimates.

3. RESERVE FUNDS

The balance of the accumulated surplus included in the Consolidated Statement of Financial Position includes assets that have been specifically restricted (internally) by the Joint Board of Management outlined as follows:

	2017	2016
Capital reserve fund balance consists of:		
Cash	\$ 157,644	\$ 94,910
Due from general fund	<u>(4,624)</u>	<u>17,587</u>
	<u>\$ 153,020</u>	<u>\$ 112,497</u>

4. OPERATIONS

On October 6, 1992, the Townships of Mulmur and Melancthon signed an agreement to officially form a joint fire fighting department. This agreement was updated on April 21, 2005. A new agreement was formally reached by the participating municipalities dictating the operations of the joint board on August 11, 2010. Operations of the Mulmur-Melancthon Volunteer Fire Department commenced on January 1, 1993. The department is managed by a four member board known as the Mulmur-Melancthon Volunteer Fire Department Joint Board of Management. Two members have been appointed from each participating municipality to the Fire Department Joint Board of Management.

Annual capital costs of the Department are shared on an equal basis by the two municipalities. Annual operating and administration costs of the Department are shared on a combined average fire calls for the previous three years, the total assessment for the current year, and the total households as at January 1 of the current year less fire call recoveries of each participating municipality as follows:

	2017	2016
Township of Melancthon	23.31%	20.86%
Township of Mulmur	<u>76.69%</u>	<u>79.14%</u>
	<u>100.00%</u>	<u>100.00%</u>

**MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2017**

(Unaudited - See Review Engagement Report)

5. BUDGET FIGURES

The budgeted figures are presented for comparison purposes as prepared and approved by the Joint Board of Management, and have been prepared on a cash basis of accounting.

6. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	Net 2017	Net 2016
Land improvements	\$ 13,057	\$ 6,202	\$ 6,855	\$ 7,508
Vehicles	590,026	274,899	315,127	310,488
Firefighting equipment	<u>375,303</u>	<u>218,625</u>	<u>156,678</u>	<u>134,594</u>
	<u>\$ 978,386</u>	<u>\$ 499,726</u>	<u>\$ 478,660</u>	<u>\$ 452,590</u>

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MULMUR-MELANCTHON VOLUNTEER FIRE DEPARTMENT
SCHEDULE OF ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2017

Schedule 1

(Unaudited - See Review Engagement Report)

	2017	2016
SURPLUSES		
Surplus from general fund operations	\$ 33,527	\$ 4,317
Invested in capital assets	<u>478,660</u>	<u>452,590</u>
	<u>512,187</u>	<u>456,907</u>
RESERVES		
Capital Reserve	<u>153,020</u>	<u>112,497</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 665,207</u>	<u>\$ 569,404</u>

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24 Hour or Off Duty Coverage Notice of Amendment

*** Adding or Deleting Members throughout the Policy Term ***

It is important to note that any roster change during the policy year for the **On Duty Coverage**, automatic coverage is provided and names of those members being added do not need to be submitted, as they are covered under the blanket premium coverage.

However, since **Off Duty Coverage** is purchased on a per person basis, any Roster changes during the policy effective date will be processed in the following manner:

1st 6 Months of the Policy Effective Date

Any Roster changes (Additions or Deletions) within the first six months of the policy effective date, should be submitted to the Company as coverage will be implemented and invoiced at the six month period. Those members being added or deleted within the first six months of the policy effective date, premiums will be pro-rated and invoiced accordingly.

For those clients who might be aware of their Off Duty Roster increasing within the 1st 6 months of the policy effective date, we would advise a purchase of potential membership when renewing; therefore, eliminating any unnecessary policy amendments/invoicing.

After 6 Months of the Policy Effective Date

Any Roster changes (Additions or Deletions) submitted after the sixth month of the policy effective date, **will not be accepted**. Members wanting this coverage will not be allowed to be added until the policy renewal effective date. Those members, whose names are being deleted from the Roster, will not receive any unearned premium back and their coverage will be terminated.

145 Wellington Street West
Toronto, Ontario M5J 1H8
P. 800-461-8347 • F. 416-596-4118 • E. Canada@vfis.com

DRAFT

Sent via e-mail: marie-france.lalonde@ontario.ca
registryfeedback@ontario.ca

March XX, 2018

The Honourable Marie-France Lalonde
Ministry of Community Safety and Correctional Services
George Drew Building, 18th Floor
25 Grosvenor Street
Toronto, Ontario M7A 1Y6

RE: Comment on Draft Fire Regulations (Proposal No: 18-CSCS002 & 18-CSCS004)

Dear Minister Lalonde:

The Association of Municipalities of Ontario (AMO), representing municipal governments who are the employers and funders of fire services in Ontario, would like to provide our comments on three draft regulations to the *Fire Protection and Prevention Act, 1997* (FPPA), that were recently released by the Ministry of Community Safety and Correctional Services (MCSCS):

1. Firefighter Certification;
2. Community Risk Assessment; and
3. Public Reports.

Municipal governments are in general supportive of the efforts to modernize the FPPA and enhance the professionalism of the Fire Services that serve Ontario communities. MCSCS established the Fire Safety Technical Table (Table) in January 2017, to provide advice to the Ministry on current and future fire safety challenges and opportunities, identify priorities for action, and support the development of evidence-based recommendations that will enhance fire safety in Ontario.

Since the Table was established, AMO has been attending these monthly meetings with the Ontario Association of Fire Chiefs (O AFC), Toronto Fire Services, the Ontario Professional Fire Fighters Association, and the Fire Fighters Association of Ontario, to provide informed input to your Ministry officials on minimum standards for professional fire service qualifications. There was not always consensus at the Table; however, there were active discussions. The Table's input was considered by MCSCS staff towards the development of these three draft regulations, for your final review and approval.

Local elected officials across Ontario share in the Province's commitment to keep our communities safe by providing public and firefighter safety, and are interested in finding ways to modernize fire service delivery in this province. However, as the sole funders of fire

services in Ontario, we are recommending that the Ministry adopt key amendments to these proposed regulations before they are finalized as well as providing explicit provincial implementation resources and measures. We are very concerned about the fiscal impacts of these proposed regulations and would ask for a public provincial commitment, prior to these regulations receiving approval, for adequate financial funding for implementation so that they do not become an unfunded mandate for municipalities. We understand that MCSCS will be surveying fire services shortly to get a better handle on the resource needs for successful implementation, particularly with respect to the draft Firefighter Certification regulation, however, we need an upfront commitment from the Province that appropriate funding will be provided.

We, along with the O AFC, are asking that the draft Public Reports regulation is put on hold until an overhaul of the Ontario Standard Incident Reporting (SIR) be completed through the Table. Further, the current draft Public Reports regulation is not drafted well, has ambiguous language within it, and appears to be setting service level expectations for volunteer fire service response times (either within a composite service or a volunteer) as if they were full-time fire services. It is a municipal government's responsibility to set the level of fire services, including reporting standards. This draft regulation has been a challenging matter at the Table with a very short time for consideration and discussion. We are asking you directly that this proposed regulation not be approved at this time, even if some of the language is clarified in the next few weeks.

As you will hear from our municipal members and the O AFC, implementing these fire regulations will take substantial effort, time, and financial resources to ensure that they can comply with the legislation by the proposed commencement dates. While the proposed Firefighter Certification regulation does state that some of the mandatory certification to be required for only new hires, it is our concern that there is great liability risk to a municipal government if it does not certify to the new mandatory standard for all categories of fire operations.

Therefore, AMO is asking that provincial liability indemnification be provided legislatively to accompany these draft regulations. This indemnification should be in place for all municipal governments who comply with these new regulations at least 12 months before the Firefighter Certification regulation comes into force. We understand that the Province of Quebec provided such indemnification as a quid pro quo for the requirement of mandatory certification of fire service personnel.

This is essential protection as throughout this exercise the Table has not received information on what the gap might be between those fire personnel that are, or could be, certified and those that will need to receive immediate training in order to be able to be certified by the time the regulation comes into force. For these reasons, we are asking for the training and certification regulation not to come into force until at least January 2020. We know that the Ministry staff have tried to gather this information, however, the gap analysis is not available. Therefore, the current final decisions cannot be evidence-based and rather they need to be done from a risk mitigation perspective.

We do thank the Ministry for its commitment to make sure all the training and associated examinations related to the mandatory Firefighter Certification regulation will be provided at no charge to the municipal fire service. That said, we do need financial resources to cover the expected staffing costs for training that this new regulation will require. We also ask the grandfathering provisions associated with this mandatory certification are made as broad as possible as those who could have been certified in 2014, when voluntary, should have every opportunity to be certified now.

In closing, we are looking for the following key amendments or provincial commitments prior to the proposed Firefighter Certification and the Community Risk Assessment regulations being approved:

- Provincial commitment to fund new firefighter certification costs so that it is not an unfunded mandate for municipal governments;
- The Province provide, in legislation, liability indemnification for all municipal governments who certify their firefighters to the standards in the Firefighter Certification regulation and that this is done at least 12 months before this regulation comes into force;
- The proposed Firefighter Certification regulation does not come into force any earlier than January 1, 2020;
- Technical amendments to the draft Firefighter Certification Community Risk Assessment as per the attached appendix as well as those provided in the OAFIC submission; and
- The draft Public Reports regulation be held and not approved until Ontario's SIR framework, system improvements, and implementation strategies are discussed and consensus is achieved at the Table.

We trust that the Ministry appreciates the rationale behind why these key amendments are needed, and will recognize the significant burdens and impacts these regulations will have, especially on small, rural and northern municipalities if the fiscal, risk management, timing, and technical aspects are not resolved well.

For these reasons, further consultation with AMO and the municipal sector is needed before finalizing the regulations to ensure that these can be implemented successfully. We look forward to meeting with you soon to discuss these draft regulations.

Sincerely,

Lynn Dollin
AMO President

cc: The Honourable Kathleen Wynne, Premier of Ontario
The Honourable Bill Mauro, Minister of Municipal Affairs

Appendix A

Technical Comments on the Proposed Firefighters Certification

AMO's Proposed Change	Rationale
<p>Intern Firefighter</p> <ul style="list-style-type: none"> ▪ The Internship Program of 24 months needs to be expanded to include all applicable areas and positions, such as Fire Inspectors and Fire Officer I & II, replacing the limiting language found in section 3(b). 	<p>As it is currently written, the regulation only applies to new hires.</p>
<p>Transition</p> <ul style="list-style-type: none"> ▪ AMO agrees with the OAFCA that OFMEM should allow fire departments who previously grandfathered personnel to grandfather any additional staff that did not qualify in 2013/14, once grandfathering is re-opened. ▪ OFMEM must also ensure timely access to free, online testing for departments. 	<p>Opening the grandfathering provision to <u>all</u> existing firefighters for a limited time could alleviate significant cost pressures for municipalities and unorganized territories. We are aware that there has been significant training over the years to NFPA standards outlined in the regulations, which should limit risk exposure.</p> <p>Access to free, online testing will aid the certification process and reduce municipal travel expenses. Otherwise, success/compliance is not likely.</p>

AMO's Proposed Change	Rationale
<p>Commencement</p> <ul style="list-style-type: none"> ▪ While departments should begin the work to move their department toward compliance with the regulation, the commencement date should be extended to at least January 1, 2020. ▪ Certification for some individual chapters with NFPA 1006 may not be available for the January 1, 2020 deadline. Therefore, additional wording should be added, allowing the Authority Having Jurisdiction (AHJ) to manage the implementation of NFPA 1006 Technical Rescue as the standards are updated, published, and testing/skills are made available, in order to support and complete the certification process. 	<p>Given that municipal elections are in October 2018, there is not enough time before July 2018, or at the initial council meeting on/or after December 1, 2018, to make decisions (e.g. training funding) to ensure full implementation of the regulation.</p> <p>A delayed commencement date will also enable the provincial government to provide the necessary funding for training and liability indemnification 12 months prior to the regulations coming into force.</p>
<p>Table 1: Mandatory Certification</p> <ul style="list-style-type: none"> ▪ Wording should be introduced to ensure future updates to NFPA standards are implemented by the AHJ as standards are updated, published, and testing/skills are made available. 	<p>As certification for some individual chapters within NFPA 1006 may not be available for the January 1, 2020 deadline, allowing the AHJ to implement this, will support and complete the certification process.</p>

Technical Comments on the Proposed Community Risk Assessments Regulation

AMO's Proposed Change	Rationale
<p>Mandatory Use</p> <ul style="list-style-type: none"> ▪ The new requirements for a community risk assessment must be accompanied with guidance and resources from OFMEM and/or MCSCS to ensure that the data that is being required is retrievable, and the forms which are being used are user-friendly and accessible. 	<p>This regulation will require significant support and assistance for small rural and northern municipalities in meeting the new requirements of a community risk assessment. Standardized fillable forms for fire departments, and ensuring the criteria are easy to understand is needed to obtain success/compliance.</p>
<p>Commencement</p> <ul style="list-style-type: none"> ▪ The commencement date should be extended to at least July 1, 2019 or ideally January 1, 2020 to allow municipalities to transition from the existing simplified risk assessment, and become trained on the new requirements. 	<p>This will allow OFMEM & MCSCS to secure resources and roll out the tools that will make success/compliance with this regulation possible.</p>
<p>Schedule 1: Mandatory Profiles</p> <ul style="list-style-type: none"> ▪ The reference to building stock and classifications should use MPAC data to classify building usage in regards to fire risk, with amendments to existing municipal agreements about what information is available to fire services. ▪ The line about reporting the "state of compliance with the fire code" in Section 2 be deleted. ▪ Section 6 needs to be removed. 	<p>Further analysis is needed to determine if the MPAC information currently accessible by each municipality is sufficient to complete risk assessment profiles.</p> <p>The line needs to be deleted because it is directly dependent upon municipalities' set level of service for fire prevention (e.g. fire inspections upon request or complaints as permitted, under the FPPA).</p> <p>In a multi-tier government (e.g. lower-tier fire, upper-tier EMS and provincial police), the data required for a public safety response profile, as currently</p>

AMO's Proposed Change	Rationale
<ul style="list-style-type: none"> ▪ Section 9(2) should be edited to remove the requirement to compare to other "like" municipalities. 	<p>called for in the draft regulation, is not attainable.</p> <p>Comparison to other "like" communities will be difficult to achieve. Reporting to provincial trends would be more appropriate.</p>

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Technical Comments on the Proposed Public Reports Regulation for the purposes of illustrating the challenges the current draft contains.

Please note AMO is asking that this draft regulation be put on hold at this time.

AMO's Proposed Change	Rationale
<p>Do Not Approve this Regulation An overhaul of Ontario's Standard Incident Reporting (SIR) framework needs to be completed before any public reporting regulation is approved and implemented.</p>	<p>The Table should reconvene to discuss SIR system improvements and implementation strategies, while the proposed regulation is put on hold.</p>
<p>Ambiguous Language The proposed regulation is not reflective of the different types of service delivery across the province. Need to use the terms "full-time", "composite" and "volunteer" firefighters or services for clarity.</p> <p>Greater clarity is needed on who or what the regulation applies to. "Fire departments" are often not a legal entity, and therefore, might not be able to be compelled to report pursuant to the FPPA. Given this, the obligations should be required of the fire chief. That is a statutory position.</p> <p>The proposed regulation references "non-volunteer firefighters" often, which is not a term used Ontario to describe any member of its fire service. If this is to define full-time firefighters, then use the term "full-time".</p>	<p>The draft language is ambiguous with respect to composite departments and may have the result of volunteers within a composite service being misclassified as full-time firefighters.</p> <p>Wording used throughout the proposed regulation in reference to "fire department" reporting accountabilities is problematic and confusing. Requiring the obligations to the fire chief would accomplish the same objective.</p> <p>This term needs to be clarified to be understood.</p>
<p>Composite Fire Services Reporting by composite fire services should have those areas that are serviced by full-time firefighters should report to NFPA 1710 response standards and the volunteer firefighters should report to NFPA 1720 response standards.</p>	<p>Schedule 1.1 (1) appears to have the potential impact of having some composite services into 1710 standard reporting as the first truck may not include a volunteer firefighter but the next few trucks to arrive do have mostly volunteer firefighters</p>

AMO's Proposed Change	Rationale
<p>Response Standards for Volunteer Services</p> <p>Delete the 90% reference in Schedule 2(1) 1 as NFPA 1720 response standard for volunteer fire services do not require a 90% performance level.</p>	<p>It would appear that this proposed regulation is trying to establish service levels not required by the NFPA 1720 response standard in volunteer firefighter service areas. For volunteer services, the response time depends on the population, density and distances to cover.</p>

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EMERGENCY FIRE DISPATCH AGREEMENT

MEMORANDUM OF AGREEMENT effective this 1st day of May, 2017.

B E T W E E N:

THE ORANGEVILLE POLICE SERVICES BOARD
(hereinafter called "the Police Services Board")

OF THE FIRST PART

- and -

THE MULMUR-MELANCTHON FIRE BOARD
(hereinafter called the "Municipality")

OF THE SECOND PART

WHEREAS:

- A. Section 2 of the *Fire Prevention and Protection Act* provides jurisdictional responsibility for fire protection services to local municipalities, meaning lower-tier municipalities, as defined in the *Municipal Act, 2001*;
- B. Section 2(5) of the *Fire Prevention and Protection Act* provides that a municipality may by agreement, provide fire protection services to lands or premises outside of its territorial limits;
- C. The Town of Orangeville created the Police Services Board and is responsible for the Police Services Board by virtue of the *Police Services Act*.
- D. The Police Services Board possesses and maintains communications equipment and communications personnel with dispatch expertise, such that it is capable of providing effective and reliable Emergency Fire Dispatch Information and Communication Technology Services outside of the territorial limits of Orangeville;
- E. The Mulmur-Melancthon Fire Board, which is jointly owned by the Township of Melancthon and the Township of Mulmur, is responsible for the operations of the Mulmur-Melancthon Fire Department;
- F. The Municipality intends to retain the Police Service Board to provide professional Emergency Fire Dispatch Information and Communication Technology Services of the Police Services Board throughout the County;

- G. The Police Services Board agrees to provide to the Municipality professional Emergency Fire Dispatch Information and Communication Technology Services as set out herein; and
- H. Each of the Parties has enacted by-laws and/or resolutions authorizing the provisions of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT, in consideration of the payment of the sum of TWO DOLLARS (\$2.00) from each Party to the other and for other good and valuable consideration, including the covenants herein, the receipt and sufficiency of which is hereby acknowledged, the Parties covenant and agree as follows:

Recitals

1. The above recitals are true and the same are hereby incorporated into this Agreement by reference.

Definitions

2. In this Agreement, in addition to terms defined elsewhere in this Agreement, the following terms have the following meanings:
 - a) **“Agreement”** means this Agreement, including all Schedules, as it may be confirmed, amended, modified, supplemented or restated by written agreement between the Parties;
 - b) **“Apparatus”** means the appropriate appliance(s), device(s) and/or integrated group of materials or devices, as the particular context of an emergency call requires, in order for fire protection services to be provided in the Dispatch Area by the respective fire departments of each of the lower-tier municipalities in Dufferin County;
 - c) **“Base Station”** means a room or station located within a Fire Department of a municipality in Grey County at which Emergency Fire Dispatch Information and Communication Technology Services are received by the municipality. **“Base Stations”** means more than one Base Station collectively, as context requires;
 - d) **“Communication”** means any notice, demand, request, consent, approval or other communication which is required or permitted by this Agreement to be given or made by a party to this agreement;
 - e) **“Dispatch Area”** means the entire jurisdiction boundaries of The Mulmur-Melancthon Fire Department.

- f) **“Emergency Fire Dispatch Information and Communication Technology Services”** means the services listed in section 5 of this Agreement which shall be provided by the Police Services Board.
- g) **“Fire Chief”** means the Fire Chief of a Municipality in the County of Grey or his or her designate.
- h) **“NFPA”** means the National Fire Prevention Association.
- i) **“O AFC”** means the Ontario Association of Fire Chiefs.
- j) **“Parties”** means the Police Services Board and the Municipality collectively, and **“Party”** means one of them.

Covenants

- 3. All obligations contained in this Agreement, even if not expressed to be covenants, shall be deemed to be covenants.

Term

- 4. Subject to termination and amendment provisions of this Agreement (ss. 23-24 and s. 26), the term of this Agreement shall commence on May 1st, 2017 and expire on April 30th, 2022 (“Term”).
- 5. At least six (6) months prior to the end of the Term, the Parties agree to meet to negotiate renewal terms. If no agreement is reached prior to the last day of the Term, the Agreement shall expire unless the Parties mutually agree in writing to extend the negotiation period for sixty (60) days (“Extension Period”). In the event renewal terms have not been agreed to by the Parties at the end of the Extension Period, the Agreement shall terminate immediately on the last day of the Extension Period.

Emergency Fire Dispatch Information and Communication Technology Services

- 6. The Police Services Board hereby agrees to provide the following Emergency Fire Dispatch Information and Communication Technology Services (hereinafter, the “Services”) to the Municipality:
 - (a) Receipt of all emergency and 911 calls from persons located in the Dispatch Area;
 - (b) Receipt of all emergency and 911 telephone calls transferred from the applicable central emergency reporting bureau with respect to the Dispatch Area;
 - (c) Notifying the Mulmur-Melancthon Fire Department of emergencies;

- (d) Dispatching of necessary personnel, Apparatus and equipment from the appropriate Fire Department in the Municipality in the manner specified in the Police Board Dispatch Standard Operating Procedures and Standard Operating Guidelines.
- (e) Providing radio communications during emergency responses in accordance with the Police Board Dispatch Standard Operating Procedures and Guidelines and Section 1061 of the NFPA.

The Parties agree that all references to sections of the NFPA Standard in this Agreement and its Schedule shall be interpreted as references to the current sections of that standard, as may be amended or replaced by the NFPA from time to time. The Parties agree that in the event the NFPA amend the sections of the NFPA Standard during the term of this Agreement, the Parties shall forthwith cause the Agreement to be amended accordingly.

- (f) Communicating with the municipalities regarding the potential need for mutual aid and monitoring the level of an on-going emergency activity;
- (g) Communicating with other agencies during an emergency upon the request of the Fire Chief of a municipality;
- (h) Providing information and data during emergencies and on a day-to-day basis;
- (i) Maintaining a log of all dispatch calls received and in particular, a record the times and information set out in the Standard Operating Procedures and Guidelines; and
- (j) Providing reports to the municipality on request and scheduling quarterly meetings on request with the municipality and the Dufferin County Mutual Aid Coordinator to provide a means of reporting to Council of each municipality. Criteria for reports and meetings shall be mutually agreed upon by the Chief of Police for Orangeville or his designate, and the Fire Chief of the Municipality or his designate.

Fees

- 7. The Municipality shall pay to the Police Services Board the following annual fees, which shall be paid in two (2) installments on or before the first (1st) day of May and November of each year during the term of this Agreement:
 - (a) An annual fee for the period from May 1st, 2017 to April 30th, 2018 in the amount of \$1.75 per capita based on the most recent census data or

equivalent households for the fire dispatch jurisdiction of the municipality plus H.S.T;

- (b) An annual fee for the period from May 1st, 2018 to April 30th, 2019 in the amount of \$1.75 per capita based on the most recent census data or equivalent households for the fire dispatch jurisdiction of the municipality plus the annual consumer price index of the previous year plus H.S.T.;
 - (c) An annual fee for the period from May 1st, 2019 to April 30th, 2020 in the amount of \$1.75 per capita based on the most recent census data or equivalent households for the fire dispatch jurisdiction of the municipality plus the consumer price index of the previous year plus H.S.T.;
 - (d) An annual fee for the period from May 1st, 2020 to April 30th, 2021 in the amount of \$1.75 per capita based on the most recent census data or equivalent households for the fire dispatch jurisdiction of the municipality plus the consumer price index of the previous year plus H.S.T.;
 - (e) An annual fee for the period from May 1st, 2021 to April 30th, 2022 in the amount of \$1.75 per capita based on the most recent census data or equivalent households for the fire dispatch jurisdiction of the municipality plus the consumer price index of the previous year plus H.S.T.;
8. The Police Services Board hereby acknowledges and agrees that the fees as provided for in section 7 of this Agreement provide sufficient compensation for their assumption of risk arising from the Police Services Board's provision the Services. At a mutually agreed upon time when full dispatch services are available, the per capita price will increase to \$2.00.

Liability, Insurance and Indemnification

Police Board Responsible for the Services

- 9. The Police Services Board shall be responsible for any liability arising out of or that is in any way related to any bodily injury, death, property damage or other injury to anyone for any claim, demand or action against the Police Services Board, the Municipality and each of their respective Councillors, officers, employees agents or consultants, which arises out of the provision of the Services.
- 10. The Police Services Board hereby release, indemnify and completely save harmless the Municipality, its Mayor, Councillors, officers, directors, employees, agents, representatives, successors and assigns, from and against any and all claims, causes of action, demands, losses, costs, charges, fees, expenses, duties, dues, accounts, covenants, or other proceedings of every kind or nature whatsoever at law or in equity brought against, suffered by or imposed which

arise out of or is related to the provision of the Services by the Police Services Board pursuant to this Agreement or in respect of any loss, damage or injury to any person or property (including injury resulting in death) save and except those caused by inaccurate Mapping (as defined in section 20 herein) and/or the negligence of the Board.

Police Board Insurance

11. The Police Services Board agrees that it shall at its own expense, obtain and maintain until the termination of this Agreement and provide the Municipality evidence of the following policies of insurance coverage:
- (a) Commercial General Liability Insurance ("CGL") on an occurrence basis insuring against damage or injury to persons or property with a limit of not less than five million dollars (\$5,000,000.00) per occurrence or such greater amount that any Party may from time to time request and/or reasonably require. The CGL shall:
 - (i) Include the Municipality as additional insured;
 - (ii) Contain a cross-liability clause;
 - (iii) Contain a severability of interests clause endorsement;
 - (iv) Contain a clause including Contractual Liability coverage arising out of this Agreement; and
 - (v) shall be responsible for payment of a deductible that is not in excess of five thousand dollars (\$5,000.00). The Police Services Board is responsible for payment of any loss or losses within the deductible. The above noted CGL shall include a provision that, if cancelled or changed in any manner that would affect the Parties as outlined in the coverage specified, the insurer shall endeavor to provide thirty (30) days prior written notice by mail or facsimile transmission to the Parties.

The above noted CGL shall include a provision that, if cancelled or changed in any manner that would affect the Parties as outlined in the coverage specified, the insurer shall endeavor to provide thirty (30) days prior written notice by mail or facsimile transmission to the Parties.

- (b) Errors and Omissions coverage on a claims-made basis in an amount not less than five million dollars (\$5,000,000.00) exclusive of interest and legal costs, underwritten by an insurer licensed to conduct business in the Province of Ontario.

For the above noted Errors and Omissions coverage, a certificate of insurance evidencing renewal is to be provided each and every year during the term of this Agreement. In the event the policy contains an insured vs. insured exclusion, the exclusion must be amended to allow for claims against the named insured by the Additional Insured. If the policy is to be cancelled or non-renewed for any reason, ninety (90) days' notice of said cancellation or non-renewal must be provided to the County.

Municipality Responsible for Mapping Information and its own Negligence

12. The Parties agree that the Municipality shall be responsible for any liability arising out of claims for bodily injury, death, property damage or other injury to anyone for any claim, demand or action against the Police Board, the Municipality or Orangeville, and/or each of their Councillors, officers, employees agents or consultants, which are caused by inaccurate Mapping Information (as defined in section 20 herein) or otherwise arises from its own negligence.
13. The Municipality hereby releases, indemnifies and completely saves harmless the Police Services Board and Orangeville, its Mayor, Councillors, officers, directors, employees, agents, representatives, successors and assigns, from and against any and all claims, causes of action, demands, losses, costs, charges, fees, expenses, duties, dues, accounts, covenants, or other proceedings of every kind or nature whatsoever at law or in equity brought against, suffered by or imposed which are caused by inaccurate Mapping Information (as defined in section 20 herein) and/or arise from the negligence of the Municipality.

Municipality Insurance

14. The Municipality agrees at all times during the term this Agreement to obtain, pay for and maintain in full force and effect the following policy of insurance with respect to the Dispatch Area and to provide an executed certificate of insurance to the Parties, including all requested lines of coverage as follows:
 - (a) Commercial General Liability Insurance ("CGL") on an occurrence basis insuring against damage or injury to persons or property with a limit of not less than twenty million dollars (\$5,000,000.00) per occurrence or such greater amount that any Party may from time to time request and/or reasonably require. The CGL shall:
 - (i) Include the Police Services Board and Orangeville as additional insureds;
 - (ii) Contain a cross-liability clause;
 - (iii) Contain a severability of interests clause endorsement;

- (iv) Contain a clause including Contractual Liability coverage arising out of this Agreement; and shall
- (v) Not be subject to a deductible limit in excess of twenty-five thousand dollars (\$25,000.00).

The above noted CGL shall include a provision that, if cancelled or changed in any manner that would affect the Parties as outlined in the coverage specified, the insurer shall endeavor to provide thirty (30) days prior written notice by mail or facsimile transmission to the Parties.

- (b) Errors and Omissions coverage on a claims-made basis in an amount not less than five million dollars (\$5,000,000.00) exclusive of interest and legal costs, underwritten by an insurer licensed to conduct business in the Province of Ontario.

For the above noted Errors and Omission coverage, a certificate of insurance evidencing renewal is to be provided each and every year during the term of this Agreement. In the event the policy contains an insured vs. insured exclusion, the exclusion must be amended to allow for claims against the named insured by the Additional Insured. If the policy is to be cancelled or non-renewed for any reason, ninety (90) days' notice of said cancellation or non-renewal must be provided to the Police Services Board and Orangeville.

Proof of Insurance

- 15. Proof of insurance, identifying all lines of coverage, will be provided by way of Certificate of Insurance in a form satisfactory to the Parties each year, or ten (10) days prior to renewal of the policy.
- 16. In addition to and without limiting any proof of insurance requirements in this Agreement, at any time requested by any Party, the Parties shall provide each other with proof of insurance. The Parties further agree that it they shall not change, amend or cancel the insurance policies noted in sections 10 and 13 of this Agreement during the term of this Agreement without the written consent of the Parties to this Agreement.

Dispatch Backup

- 17. The Police Services Board shall provide the backup Emergency Fire Call Reception and Dispatch Services in the event the primary service equipment used by the Police Services Board becomes inoperable.
- 18. The Police Services Board covenants that it shall test the aforementioned backup Emergency Fire Call Reception and Dispatch Services at minimum, once per

year with each fire station in the Municipality, the testing of which shall occur annually between the months of May and October.

Force Majeure

19. Despite any section of this Agreement, no Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control (hereinafter referred to as a "Force Majeure Event."). The Parties agree that an event shall not be considered a Force Majeure Event if a reasonable person owing duties to others in the same or similar circumstances as provided for under this Agreement would have put in place contingency plans to either materially mitigate or negate the effects of such an event. If a Party seeks to excuse itself from its obligations under this Agreement due to a Force Majeure Event, that Party shall immediately notify the other Party(ies) of the delay or non-performance, the reason for such delay or non-performance, and the anticipated period of delay or non-performance. In addition, the Party excusing itself due to a Force Majeure Event shall use its best efforts to remedy any such non-performance, except that nothing herein contained shall require any such party to make settlement of any labour dispute on terms unacceptable to it.

Mapping Information and CAD Mapping

20. The Municipality agrees that it shall provide the Police Services Board on a continuous basis, all mapping information required for the Police Services Board to provide the Services to the Municipality, including but not limited to maps, single line road network data, hydrant locations, water main information, assessment data, any and all other pertinent data (hereinafter "Mapping Information"). Updates to the Mapping Information shall be provided by the Municipality to the Police Services Board, at minimum, on a quarterly basis in the months of February, May, August, and November.
21. In addition to and without limiting the foregoing,
- (a) The Municipality shall provide the Mapping Information to the Police Services Board in a format compliant with the standards requested by the Police Services Board;
 - (b) The Municipality shall provide the Mapping Information, including updates thereto, to Orangeville in a timely manner, and shall forthwith notify Orangeville of any changes to the names of existing roads or mapping errors or inaccuracies they discover;
 - (c) The Municipality hereby releases, indemnifies and saves harmless the Police Service Board, including their respective employees, officers, servants, agents and assigns, from any and all claims, actions suits or demands for

damage or otherwise arising from any errors, modifications, or inaccuracies in the Mapping Information;

- (d) The Municipality acknowledges and agrees that the Police Services Board may modify the Mapping Information for the purpose of creating an integrated and seamless map ("CAD Mapping") across the Dispatch Area to be used by the Police Services Board to facilitate the provision of the Services; and
- (e) The Police Services Board shall take full responsibility for the CAD Mapping created by the Police Services Board, subject to the accuracy of the Mapping Information, which is the responsibility of the Municipality;

Compliance with Law and Confidentiality

- 22. The Parties agree that they shall each perform their responsibilities hereunder in compliance with all applicable laws, including all laws pertaining to the protection of personal information about individuals and individuals' access to personal information about themselves.

Termination

- 23. The Police Services Board may terminate this Agreement at any time upon providing six (6) months written notice to the Municipality.
- 24. The Municipality may terminate this Agreement at any time upon providing six (6) months written notice to the Police Services Board and each of the Municipalities.
- 25. In the event of termination pursuant to sections 5, 23-24 or 26 of this Agreement, any monies owing to the Police Services Board which have not been paid shall forthwith be paid to the Police Services Board prior to the date of the said termination. Further, in the event there are any monies for services paid by the Municipality for services which were not provided by the Police Services Board, such monies shall be returned forthwith by the Police Services Board to the Municipality.
- 26. In the event the Police Services Board ceases to exist or dissolves as a corporation, this Agreement shall terminate as of the date the Police Services Board ceases operations or the Town of Orangeville ceases operation as a corporation. The Police Services Board will inform the Municipality immediately as soon as it has knowledge that the dissolution of the Police Services Board or the cessation of operations of the Town of Orangeville is either being considered and/or has any semblance of likelihood.

Notices

27. Any Communication must be in writing and either be:

(a) delivered personally or by courier;

(b) sent by prepaid registered mail; or

(c) transmitted by facsimile, e-mail or functionally equivalent electronic means of transmission, charges (if any) prepaid.

Any Communication must be sent to the intended Party at its address for service listed on the signature pages of this Agreement or to any other address as any Party may at any time advise the other by Communication given or made in accordance with this section. Any Communication delivered to a Party to whom it is addressed will be deemed to have been given or made and received on the day it is delivered at that Party's address, provided that if that day is not a Business Day then the Communication will be deemed to have been given or made and received on the next Business Day. Any Communication transmitted by facsimile, e-mail or other functionally equivalent electronic means of transmission will be deemed to have been given or made and received on the day on which it is transmitted; but if the Communication is transmitted on a day which is not a Business Day or after 4:00pm (local time of the recipient), the Communication will be deemed to have been given or made and received on the next Business Day.

Further Assurances

28. The Parties hereto at all times warrant that they shall do, execute, acknowledge, deliver and/or cause to be done such other acts, agreements and other documents as may be reasonably required or desirable to give effect to the terms of this Agreement.

Amendment and Waiver

29. No amendment, discharge, modification, restatement, supplement, termination or waiver of this Agreement or any section of this Agreement is binding unless it is in writing and executed by the Parties to be bound. No waiver of, failure to exercise, or delay in exercising, any section of this Agreement constitutes a waiver of any other section (whether or not similar) nor does any waiver constitute a continuing waiver unless otherwise expressly provided.

30. The Parties agree and warrant that in the event this Agreement is amended or replaced; such amendments or replacement shall be worded to take full force and effect on the 1st day of January for the year in which the amendment or new agreement is made.

Assignment and Enurement

31. Neither this Agreement nor any right or obligation under this Agreement may be assigned by any Party, other than provided for herein, without the prior written consent of the other Parties. This Agreement enures to the benefit of and is binding upon the Parties and their respective heirs, executors, administrators, estate trustees, trustees, personal or legal representatives, successors and permitted assigns.

Non-Compliance Resolution

32. Upon written request to the primary point of contact regarding any disputes arising from non-compliance with the agreed upon Standard Operating Procedures or Standard Operating Guidelines, included as Schedule B. The Parties hereby agree to attempt resolution pursuant to this section. Upon receipt by the receiving Party of a written request to resolve a complaint, the Parties shall first attempt to resolve all disputes by way of formal negotiation between the Parties and their appointed representatives. If the disputes cannot be settled within fourteen (14) days from the receipt of the written request to resolve disputes by the receiving Party, then the parties may pursue the dispute resolution clause or other applicable sections of this Agreement.

Dispute Resolution

33. Upon written request to resolve any disputes arising from this Agreement which is sent by one Party to another, the Parties hereby agree to resolve all disputes pursuant to this section. Upon receipt by the receiving Party of a written request to resolve disputes, the Parties shall first attempt to resolve all disputes by way of formal negotiation between the Parties and their appointed representatives. If the disputes cannot be settled within thirty (30) days from the receipt of the written request to resolve disputes by the receiving Party, then the parties shall enter into a structured negotiation on a without prejudice basis with the assistance of a mediator appointed by them. If the disputes cannot be settled within ninety (90) days from the receipt of written request to resolve disputes by the receiving Party, or such longer period as may be agreed to by the Parties, the Parties shall, refer the matter forthwith to an arbitration which shall finally resolve the dispute(s). The aforementioned arbitration shall be conducted in accordance with the Ontario *Arbitrations Act, 1991*, c 17, as amended.

Entire Agreement

34. This Agreement constitutes the entire agreement between the Parties pertaining to the provision of Emergency Fire Dispatch Information and Communication Technology Services and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the Parties. The Parties acknowledge that there are no representations, warranties or other agreements

between the Parties in connection with the subject matter of this Agreement except as specifically set out in this Agreement and that no Party has been induced to enter into this Agreement in reliance on, and there will be no liability assessed, either in tort or contract, with respect to, any warranty, representation, opinion, advice or assertion of fact, except to the extent it has been reduced to writing and included as a term in this Agreement. Except as amended herein, the terms of this Agreement shall remain in full force and effect.

35. This Agreement includes the provisions of this Agreement and each of its Schedules, all of which shall be read together in the forming of this Agreement. In the event there is a conflict between the provisions of this Agreement and its Schedules, the provisions of this Agreement shall prevail.

Voluntary Enforceable Agreement

36. The Parties warrant that this Agreement is voluntary, that none of the Parties are under any legal disability and that each Party has had an opportunity to seek the advice of independent legal counsel with respect to this Agreement.
37. The Police Service Board agree that the Municipality (as a Party), and the Municipality (as a beneficiaries to this Agreement which are in reliance upon the Police Services Board), have the legal right and ability to enforce the said provisions of this Agreement hereunder and that they are stopped from pleading or asserting otherwise in any action or proceeding.

Counterparts

38. This Agreement may be executed and delivered by the Parties in one or more counterparts, each of which will be an original, and each of which may be delivered by facsimile, e-mail or other functionally equivalent electronic means of transmission, and those counterparts will together constitute one and the same instrument.

Severability

39. Each section of this Agreement is distinct and severable. If any section of this Agreement, in whole or in part, is or becomes illegal, invalid, void, voidable or unenforceable in any jurisdiction by any court of competent jurisdiction, the illegality, invalidity or unenforceability of that section, in whole or in part, will not affect:
- (a) the legality, validity or enforceability of the remaining sections of this Agreement, in whole or in part; or
 - (b) the legality, validity or enforceability of that section, in whole or in part, in any other jurisdiction.

Governing Law

40. This Agreement is governed by, and is to be construed and interpreted in accordance with the laws of the Province of Ontario and the laws of Canada applicable in that Province.

IN WITNESS WHEREOF this Agreement has been executed by the Parties hereto on the date(s) set out below and the Parties agree that this Agreement shall be effective on the date set out at the top of page one (1) of this Agreement.

THE ORANGEVILLE POLICE SERVICES BOARD

Date: May 24 2017, 2017

Address for Service:
Attn: Orangeville Chief of Police Services
390 C-Line
Orangeville, ON L9W 3Z8

Per: [Redacted Signature]
Chair Orangeville Police Services Board

Per: [Redacted Signature]
Witness

THE MULMUR-MELANCTHON FIRE BOARD

Date: May 23, 2017

Address for Service:
Attn: Deputy Clerk-Treasurer
Administration Offices
758070 2nd Line East
Mulmur, ON L9V 0G8

Per: [Redacted Signature]
Chair Mulmur-Melancthon Fire Board

Per: [Redacted Signature]
Witness

Terry Homer
CAO/Clerk
Township of Mulmur
Commissioner for Oaths