



## AGENDA

### MULMUR-MELANCTHON FIRE BOARD

Tuesday, July 12, 2022 at 7:00 p.m.

### ELECTRONIC

**This meeting is being conducted by means of Electronic Participation by a majority of board members, as permitted by Section 238 (3.3) of the Municipal Act, 2001, as amended.**

To connect only by phone, please dial any of the following numbers. When prompted, please enter the meeting ID provided below the phone numbers. You will be placed into the meeting in muted mode.

One tap mobile

+16475580588,,84743861462# Canada

+17789072071,,84743861462# Canada

Dial by your location

+1 647 558 0588 Canada

+1 778 907 2071 Canada

+1 204 272 7920 Canada

+1 438 809 7799 Canada

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**Meeting ID: 846 0224 8258**

To connect to video with a computer, smart phone or digital device) and with either digital audio or separate phone line, download the zoom application ahead of time and enter the digital address below into your search engine or follow the link below. Enter the meeting ID when prompted.

Join Zoom Meeting

<https://us02web.zoom.us/j/84602248258>

#### 1. Call to Order

#### 2. Land Acknowledgement

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

### **3. Approval of the Agenda**

Draft Motion: THAT the July 12, 2022, agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

### **4. Approval of Previous Meeting's Minutes**

Draft Motion: THAT the Minutes of the Mulmur-Melancthon Fire Board dated May 17, 2022, be approved as copied and circulated.

### **5. Declaration of Pecuniary Interest**

If any member of the Board has a pecuniary interest, they may declare the nature thereof now or at any time during the meeting.

### **6. Treasury**

#### **a) Accounts**

Draft Motion: THAT the operating accounts as presented in the amount of \$14,869.33 be approved.

### **7. Administration**

#### **a) Year End Fire Chief's Report**

#### **b) Fire Chief General Update (Verbal)**

### **8. Information Items**

### **9. Adjournment**

Draft Motion: THAT we do now adjourn at \_\_\_\_\_ pm to meet again on September 20, 2022, at 7:00 pm or at the call of the Chair.



## MINUTES

### MULMUR-MELANCTHON FIRE BOARD

Tuesday, May 17, 2022 at 7:00 p.m.

**Present:** David Besley, Chair – Melancthon Township  
Earl Hawkins, Vice Chair – Mulmur Township  
Darren White – Melancthon Township  
Mathew Waterfield – Fire Chief  
Everhard Olivieri-Munroe – Deputy Fire Chief  
Heather Boston – Secretary

**Absent:** Ken Cufaro – Mulmur Township

1. **Call to Order** – meeting was called to order by the Chair at 7:00 pm

2. **Land Acknowledgement**

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

3. **Approval of the Agenda**

**Motion by: Hawkins/White**

THAT the May 17, 2022, agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

**CARRIED.**

4. **Approval of Previous Meeting's Minutes**

**Motion by: Hawkins/White**

THAT the Minutes of the Mulmur-Melancthon Fire Board dated March 15, 2022, be approved as copied and circulated.

**CARRIED.**

## 5. Declaration of Pecuniary Interest

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

No Declarations of Pecuniary interest were stated at this time.

## 6. Treasury

### a) 2021 Draft Financial Statements – Matthew Betik

**Motion by: Hawkins/White**

THAT the board approve the draft financial statements as presented.

**CARRIED.**

### b) Accounts

**Motion by: White/Hawkins**

THAT the operating accounts as presented in the amount of \$18,753.84 be approved.

**CARRIED.**

## 7. Administration

### a) Fire Chief General Update

- Dufferin County Fire Chief's started meeting again and will be hosting next meeting May 31<sup>st</sup>
- Would like to welcome Deputy Chief to first Board meeting
- New 2021 standards just released and will have to hand out to firefighters
- Will start working on tender documents for new tanker and get it awarded before the end of the year

## 8. Information Items

### a) OFM Memo – O. Reg. 343/22: Firefighter Certification

- Standardized level of training for all fire departments across the province, will be increased cost for training and have until 2026 to meet this new standard

**9. Closed Session**

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

**Motion by: White/Hawkins**

THAT the Mulmur-Melancthon Fire Board move into Closed Session pursuant to Section 239 (2) (b) of the Municipal Act 2001, as amended at 7:25 p.m. for the following reasons: - personal matters about an identifiable individual, including municipal or local board employees; and approval of past closed meeting minutes and approval of March 15, 2022, Closed Session Minutes.

**CARRIED.**

**Motion by: White/Hawkins**

THAT the Mulmur-Melancthon Fire Board adjourn the Closed Session at 7:32 p.m. and return to the regular meeting.

**CARRIED.**

**Motion by: Hawkins/White**

THAT the Board approve the hiring of Tim Harman as Captain, Chris Curd as Training Officer and Stephanie Martin, Alexis Merkley and Aaron McGuirk as volunteer firefighters, and that the Hiring Policy apply.

**CARRIED.**

**10. Adjournment**

**Motion by: Hawkins/White**

THAT we do now adjourn at 7:36 pm to meet again on July 12, 2022, at 7:00 pm or at the call of the Chair.

**CARRIED.**

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**Chair**

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**Secretary**

# Accounts Payable

AP Operating Approval List May 14 - July 7

Vendor 000000 Through 999999

Invoice Entry Date 2022-01-01 to 2022-07-07 Paid Invoices Cheque Date 2022-05-14 to 2022-07-07

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000043	HEADWATERS HEALTH CARE BIOMED JUNE 2022-3		AED INSPECTIONS	001036	2022-06-27	2022-06-27	203.40
			02-1094-5144 AED INSPECTIONS				203.40
000052	TORONTO DOMINION VISA (M JUNE 6 2022		REFRESHMENTS	000453	2022-06-06	2022-06-27	207.75
			02-1094-5141 A&W MAY FOOD				16.36
			02-1094-5141 QUEST FOR CAKES CHIEFS MTG				97.00
			02-1094-5141 FOODLAND CHIEFS MEETING				77.76
			02-1094-5141 SOBEYS CHIEFS MEETING				16.63
000056	LEVITT-SAFETY	2221622-00	2022 PORTACOUNT RENTAL	001038	2022-05-19	2022-06-27	294.93
			02-1094-5110 2022 PORTACOUNT RENTAL				294.93
000060	THE MUNICIPALITY OF BROCKTON	00000000002833	MAY 26 TRAINING MM	001035	2022-05-26	2022-05-31	395.50
			02-1094-5118 MAY 26 TRAINING MM				395.50
000062	FIRECHEK PROTECTION SERVICES	3930	SCBA MAINTENANCE	001030	2022-05-31	2022-05-31	1,106.00
			02-1094-5110 SCBA MAINTENANCE				1,106.00
000064	TOWN OF INNISFIL	26983	INSTRUCTOR TRAINING - CC	001029	2022-05-17	2022-05-17	339.00
			02-1094-5118 INSTRUCTOR TRAINING - CC				339.00
000078	MUNICIPAL EQUIPMENT	4330	FORESTRY BAGS,NOZZLE,ADAPTER	001033	2022-06-06	2022-06-07	1,378.37
			02-1094-5115 FORESTRY BAGS,NOZZLE,ADAPTER				1,378.37
000079	JCM CUSTOM WELDING	128	TANKER 43 WELDING	001031	2022-05-25	2022-05-31	96.05
			02-1094-5163 TANKER 43 WELDING				96.05
000345	WORKPLACE SAFETY & INSURANCE JUNE 2022		WSIB - 2ND QTR	000455	2022-06-27	2022-06-27	1,669.81
			02-1094-5105 WSIB - 2ND QTR				1,669.81
001363	HYDRO ONE NETWORKS INC. MAY 11 2022		MAY 2022 HYDRO	000442	2022-05-11	2022-05-17	363.84
			02-1094-5117 MAY 2022 HYDRO				363.84
001363	HYDRO ONE NETWORKS INC. JUNE 10 2022		JUNE 22 HYDRO	000449	2022-06-10	2022-06-27	388.72
			02-1094-5117 JUNE 22 HYDRO				388.72
Vendor Total							752.56
090433	LARRY BYE MOBILE REPAIR	26330	#42 ANNUAL INSPECTION	001027	2022-05-02	2022-05-17	799.78
			02-1094-5162 #42 ANNUAL INSPECTION				799.78
090441	TOWNSHIP OF MULMUR	0038638	APRIL FIRE FUEL	000444	2022-05-04	2022-05-17	303.51
			02-1094-5112 APRIL FIRE FUEL				303.51
090441	TOWNSHIP OF MULMUR	0038749	MAY FIRE FUEL USAGE	000454	2022-06-02	2022-06-27	352.36
			02-1094-5112 MAY FIRE FUEL USAGE				352.36
090441	TOWNSHIP OF MULMUR	0038761	JAN-JUN TRSY & SECTRY FEES	000454	2022-06-27	2022-06-30	6,000.00
			02-1094-5122 JAN-JUN TRSY & SECTRY FEES				5,000.00
			02-1094-5109 JAN-JUN TRSY & SECTRY FEES				1,000.00

# Accounts Payable

AP Operating Approval List May 14 - July 7

Vendor 000000 Through 999999

Invoice Entry Date 2022-01-01 to 2022-07-07 Paid Invoices Cheque Date 2022-05-14 to 2022-07-07

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
Vendor Total							6,655.87
090454	TD CANADA TRUST AUTO DEF	APRIL 2022	MAY EFT S/C	000446	2022-04-30	2022-05-31	25.00
			02-1094-5146	MAY EFT S/C			25.00
090454	TD CANADA TRUST AUTO DEF	MAY 2022	JUNE EFT S/C	000451	2022-05-31	2022-06-27	25.00
			02-1094-5146	JUNE EFT S/C			25.00
Vendor Total							50.00
090994	TELIZON INC.	03500520220513	ACCT#35005 - FIRE MAY	000447	2022-05-13	2022-05-31	115.07
			02-1094-5120	ACCT#35005 - FIRE MAY			115.07
090994	TELIZON INC.	03500520220613	ACCT#35005 - FIRE JUNE	000452	2022-06-13	2022-06-27	115.12
			02-1094-5120	ACCT#35005 - FIRE JUNE			115.12
Vendor Total							230.19
091079	MINISTER OF FINANCE	302405221343080	JAN-MAR TRAINING	001032	2022-05-24	2022-05-31	65.00
			02-1094-5118	JAN-MAR TRAINING			65.00
091164	SWISH MAINTENANCE LIMITE	S054260	GPS FEE: APRIL 2022	001028	2022-04-28	2022-05-17	197.75
			02-1094-5120	GPS FEE: APRIL 2022			197.75
091164	SWISH MAINTENANCE LIMITE	S054539	GPS FEE: MAY	001034	2022-05-27	2022-05-31	158.20
			02-1094-5120	GPS FEE: MAY			158.20
Vendor Total							355.95
091185	R S RESCUE	1268	CPVR & HVR AWARENESS TRAINING	001039	2022-06-20	2022-06-27	226.00
			02-1094-5118	CPVR & HVR AWARENESS TRAINING			226.00
091194	BELL MOBILITY INC.	MAY 13 2022	MAY CELL PHONE	000445	2022-05-13	2022-05-31	21.59
			02-1094-5120	MAY CELL PHONE			21.59
091194	BELL MOBILITY INC.	JUNE 13 2022	JUNE CELL PHONE	000448	2022-06-13	2022-06-27	21.58
			02-1094-5120	JUNE CELL PHONE			21.58
Unpaid Invoices							0.00
Paid Invoices							14,869.33
Invoices Total							14,869.33
Selected G/L Account Total							14,869.33



# ***Mulmur-Melancthon 2021 Year end Report***

***Prepared by:  
Mathew Waterfield  
Fire Chief***



Members of the Fire Board, I am pleased to present the 2021-year end report for the Mulmur-Melancthon Fire Department.

This past year saw many challenges, including operating during a pandemic along with several lockdowns which effected our day-to-day operations. Following guidelines from our local public health department involved several adjustments to our operating procedures, but the members of this department maintained a high level of training and response to emergencies when required and I am extremely proud of their actions over this past year.

### ***Highlights of 2021***

We responded to 71 calls for service in 2021 which was down 10% from 2020. The ongoing COVID restrictions and lockdowns played a roll in the lower call volume this year. Firefighters spent over 1650 hours training this year along with several specialized Ontario Fire College courses.

In February, we welcomed 5 new recruits to the department. They have been diligently training to become qualified fire fighters and valuable members to our department.

As the result of an ice storm in 2016, the communication tower at the fire hall was damaged beyond repair and some of our critical infrastructure was moved off site. In 2020 Vianet Internet completed a 120-foot tower at the rear of the fire hall to provide internet services to the area. This year we obtained a grant from the Municipal Emergency Readiness Fund through Dufferin County, which assisted us to begin the process of moving that infrastructure back to the fire hall where it will better serve our needs for emergency communications in the future. I am very happy to say that it seems we have all the issues resolved and this project will be completed early in 2022.

### ***Looking forward to 2022***

In 2022, we will be streamlining our training program to prepare our members for the upcoming mandatory certification that is being introduced by the Ontario Fire Marshalls Office. We will also be looking forward to being able to attend community functions to promote Fire Safety and Fire Prevention to our residents, something that we haven't been able to do in almost 2 years due to COVID.

Mathew Waterfield

Fire Chief

Mulmur Melancthon Fire Department

<b>Call # 21-</b>	<b>Date</b>	<b>Township</b>	<b>Type</b>	<b>Time</b>	<b>Personnel</b>	<b>Minutes</b>
01	Jan 3	Mulmur	Medical	0859	10	60
02	Jan 19	Mulmur	Medical	1221	2	28
03	Jan 19	Mulmur	Trail Rescue	1629	4	120
04	Jan 26	Shelburne	Mutual Aid	1449	8	120
05	Jan 31	Melancthon	Mutual Aid	1152	7	270
06	Feb 8	Mulmur	Fire Alarm	1107	6	60
07	Feb 10	Mulmur	MVC	2308	10	6
08	Feb 17	Mulmur	Mutual Aid	0956	3	60
09	Feb 20	Mulmur	Fire Alarm	0942	4	60
10	Mar 1	Mulmur	Mutual Aid	0007	12	90
11	Mar 1	Melancthon	MVC	1304	4	60
12	Mar 1	Melancthon	MVC	1326	4	30
13	Mar 1	Melancthon	MVC	1438	4	60
14	Mar 11	Mulmur	Power Lines/Fire	1438	4	60
15	Mar 21	Mulmur	Grass Fire	2313	14	120
16	Mar 22	Mulmur	MVC	1003	3	60
17	Mar 22	Mulmur	Grass Fire	1610	12	90
18	Mar 25	Mulmur	Grass Fire	1635	15	195
19	Mar 27	Melancthon	Power Lines/Fire	2126	9	60
20	Apr 3	Mulmur	Mutual Aid	1426	9	105
21	Apr 4	Mulmur	Grass Fire	1454	15	215
22	Apr 5	Mulmur	Medical	2113	11	45
23	Apr 18	Mulmur	Medical/Trauma	1228	14	60
24	Apr 25	Mulmur	Power Lines/Fire	1519	9	135
25	Apr 25	Mulmur	Structure Fire	2206	13	90
26	May 1	Mulmur	MVC	1204	12	60
27	May 9	Mulmur	MVC	1416	10	90
28	May 12	Mono	Mutual Aid	1313	2	120
29	May 16	Mulmur	MVC	1258	8	60
30	May 17	Mulmur	Fire Alarm	1512	4	75
31	May 19	Mulmur	Chimney Fire	1912	13	180
32	Jun 4	Mulmur	MVC	0901	7	90
33	Jun 6	Mulmur	MVC	1330	11	90
34	Jun 7	Mulmur	Fire Alarm	1735	10	60
35	Jun 9	Mulmur	MVC	1621	8	75
36	Jul 5	Mulmur	Vehicle Fire	1957	16	105
37	Jul 10	Mulmur	Fire Alarm	0940	4	90
38	Jul 20	Mulmur	MVC	1717	7	120
39	Jul 20	Mulmur	Medical/VSA	2142	9	
40	Jul 30	Mulmur	Fire Alarm	1631	4	60
41	Aug 7	Mulmur	Fire Alarm	0814	6	60
42	Aug 10	Melancthon	Burn Complaint	1556	4	60
43	Aug 15	Melancthon	MVC	1724	12	60

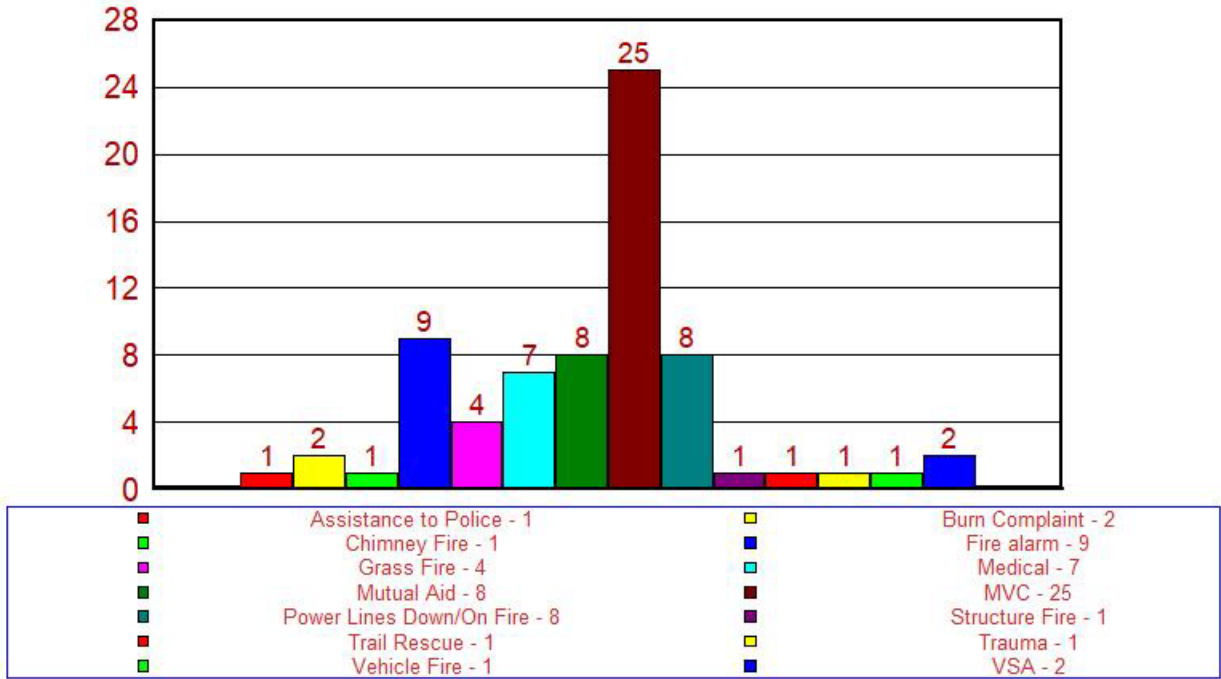
44	Aug 17	Melancthon	Mutual Aid	1851	3	240
45	Aug 19	Mulmur	MVC	2000	9	210
46	Aug 24	Melancthon	Medical	1517	4	60
47	Aug 26	Mulmur	Fire Alarm	0338	7	120
48	Aug 28	Mulmur	MVC	1044	7	90
49	Sep 7	Mulmur	MVC	1724	10	60
50	Sep 11	Mulmur	Power Lines/Fire	1439	3	90
51	Sep 18	Mulmur	MVC	1240	9	60
52	Sep 18	Mulmur	MVC	1555	6	75
53	Sep 19	Melancthon	MVC	1342	9	75
54	Sep 22	Mulmur	Medical/VSA	0759	6	75
55	Oct 3	Mulmur	MVC	2157	8	75
56	Oct 17	Mulmur	MVC	1254	10	90
57	Oct 20	Mulmur	MVC	1859	14	105
58	Oct 23	Melancthon	Burn Complaint	2054	11	75
59	Nov 11	Mulmur	MVC	0139	10	120
60	Nov 11	Mulmur	Police Assist	0730	1	0
61	Nov 18	Melancthon	Mutual Aid	0445	2	60
62	Nov 25	Mulmur	Medical	1243	1	1
63	Dec 1	Mulmur	Medical	1705	6	120
64	Dec 6	Mulmur	Power Lines/Fire	1531	4	75
65	Dec 7	Mulmur	MVC	1339	4	255
66	Dec 11	Melancthon	MVC	1558	10	270
67	Dec 11	Mulmur	Power Lines/Fire	1602	2	90
68	Dec 16	Mulmur	Power Lines/Fire	0910	5	60
69	Dec 16	Mulmur	Power Lines/Fire	2127	8	90
70	Dec 21	Mulmur	Medical	0552	5	60
71	Dec 31	Mulmur	Fire Alarm	2046	3	60

Call Totals Per Month	Call Totals Per Month
Jan- 5	July- 5
Feb- 4	Aug- 8
Mar- 9	Sep- 6
April- 6	Oct- 4
May- 6	Nov- 4
June- 5	Dec- 9

Summary	Call Total
<b>Mulmur</b>	53
<b>Melancthon</b>	10
<b>Mutual Aid</b>	8

## Totals by Type

From Jan 1 21 to Dec 31 21



Apparatus	Number of Calls	Total Hours
Squad 44	58	89hrs 10mins
Pumper 41	25	41hrs 25mins
Tanker 43	20	44hrs 63mins
Rescue 42	27	43hrs 19mins