



## AGENDA

### MULMUR-MELANCTHON FIRE BOARD Tuesday, March 15, 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.**

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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 March 15, 2022, agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

### **4. Approval of Previous Meeting's Minutes – February 1, 2022**

Draft Motion: THAT the Minutes of the Mulmur-Melancthon Fire Board dated February 1, 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 \$15,601.09 be approved.

### **7. Administration**

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

### **8. Information Items - None**

### **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.

#### **Draft Motion:**

THAT the Mulmur-Melancthon Fire Board move into Closed Session pursuant to Section 239 (2) (b) of the Municipal Act 2001, as amended at \_\_\_\_\_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 January 18, 2022 Closed Session Minutes.

#### **Draft Motion:**

THAT the Mulmur-Melancthon Fire Board adjourn the Closed Session at \_\_\_\_\_p.m. and return to the regular meeting.

**Draft Motion:**

THAT the Board approve the hiring of \_\_\_\_\_ as Volunteer Deputy Fire Chief; AND THAT all conditions of the Hiring Policy apply.

**10. Adjournment**

Draft Motion: THAT we do now adjourn at \_\_\_\_\_ pm to meet again on May 17, 2022, at 7:00 pm or at the call of the Chair.



## MINUTES

### MULMUR-MELANCTHON FIRE BOARD

Tuesday, February 1, 2022 at 6:00 p.m.

**Present:** David Besley, Chair – Melancthon Township  
Earl Hawkins, Vice Chair – Mulmur Township  
Ken Cufaro – Mulmur Township  
Mathew Waterfield – Fire Chief  
Heather Boston – Secretary  
Darren White – Melancthon Township

**Absent:** None

1. **Call to Order** – meeting was called to order by the Chair at 5:55 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: Cufaro/Hawkins**

THAT the February 1, 2022, agenda for the Mulumur-Melancthon Fire Board be approved as circulated.

**CARRIED.**

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

**Motion by: White/Hawkins**

THAT the Minutes of the Mulumur-Melancthon Fire Board dated January 18, 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 - None**

## **7. Administration**

### **a) Vacant Volunteer Deputy Chief Position**

- Direction was given to the secretary to send a letter to Deputy Chief in thanks for his service

#### **Motion by: Cufaro/White**

THAT the Board authorize the Secretary to advertise for the vacant Volunteer Deputy Fire Chief position per the policy

AND THAT the Board create a hiring subcommittee made up of two Board members being Chair Besley and Vice Chair Hawkins

AND FURTHER THAT this hiring subcommittee will carry out the hiring process in conjunction with the Fire Chief and Secretary.

**CARRIED.**

### **b) COVID Vaccination Policy (Verbal)**

- It was noted that at some calls for County Ambulance that patients are refusing service unless the paramedics are vaccinated
- Department has strict COVID screening and PPE are always used, including N95's
- PPE are worn in the hall and in vehicles as well as at calls
- Four Firefighters tested positive after contracting COVID-19 from outside of the firehall and all the rest are negative
- Some firefighters have volunteered their vaccination information

#### **Motion by: Hawkins/White**

THAT the Board establish a COVID-19 protocol that directs the Fire Chief to put in place appropriate situational safeguards to protect staff and the public from COVID-19 exposure.

**CARRIED.**

**8. Information Items**

**a) Tillsonburg Joint Project**

**Motion by: Cufaro/Hawkins**

THAT the Board accept the Ministry of Municipal Affairs and Housing letter as information.

**CARRIED.**

**9. Adjournment**

**Motion by: Cufaro/Hawkins**

THAT we do now adjourn at 6:34 pm to meet again on March 15, 2022, at 7:00 pm or at the call of the Chair.

**CARRIED.**

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**Chair**

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**Secretary**

DRAFT

# Accounts Payable

AP Operating Approval List Jan 15- Mar 10

Vendor 000000 Through 999999

Invoice Entry Date 2021-01-01 to 2022-03-10 Paid Invoices Cheque Date 2022-01-15 to 2022-03-10

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000006	AJ STONE COMPANY LTD	10048561-0	NOZZLE, HOSE	000997	2021-12-22	2021-12-31	1,801.22
			02-1094-5115	NOZZLE, HOSE			1,801.22
091194	BELL MOBILITY INC.	JAN 13 2022	JAN CELL PHONE	000413	2022-01-13	2022-02-02	21.53
			02-1094-5120	JAN CELL PHONE			21.53
091194	BELL MOBILITY INC.	FEB 13 2022	FEB CELL PHONE	000420	2022-02-13	2022-02-28	21.58
			02-1094-5120	FEB CELL PHONE			21.58
				Vendor Total			43.11
000405	DEPENDABLE EMERGENCY V FS10716		PORTAPUMP REPAIRS	001009	2022-02-14	2022-02-28	268.38
			02-1094-5160	PORTAPUMP REPAIRS			268.38
000405	DEPENDABLE EMERGENCY V FS10704		T43 PUMP LEAK REPAIRS	001009	2022-02-14	2022-02-28	1,728.90
			02-1094-5163	T43 PUMP LEAK REPAIRS			1,728.90
				Vendor Total			1,997.28
091189	FIVE9 SOLUTIONS INC.	INV001115	2 MINITOR VHF RADIOS	001003	2022-02-10	2022-02-11	1,243.00
			02-1094-5116	2 MINITOR VHF RADIOS			1,243.00
000622	GORD DAVENPORT AUTOMOT	14417-266796	TANKER 43 DEF FLUID	001004	2022-02-01	2022-02-11	38.40
			02-1094-5163	TANKER 43 DEF FLUID			38.40
001363	HYDRO ONE NETWORKS INC.	JAN 12 2022	JAN 2022 HYDRO	000409	2022-01-12	2022-01-19	415.61
			02-1094-5117	JAN 2022 HYDRO			415.61
001363	HYDRO ONE NETWORKS INC.	FEB 10 2022	FEB 2022 HYDRO	000425	2022-02-10	2022-02-28	412.82
			02-1094-5117	FEB 2022 HYDRO			412.82
				Vendor Total			828.43
090433	LARRY BYE MOBILE REPAIR	26029	P#44 BATTERY CHECK SERVICE	000998	2021-12-21	2021-12-31	140.12
			02-1094-5164	P#44 BATTERY CHECK SERVICE			140.12
091079	MINISTER OF FINANCE	100202221318017	ONT FIRE COLLEGE REG'N	001005	2022-02-02	2022-02-11	1,495.00
			02-1094-5118	ONT FIRE COLLEGE REG'N			1,495.00
091163	ONTARIO ASSOCIATION OF FI	61855	2022 MEMBERSHIP	001000	2022-01-26	2022-02-02	288.15
			02-1094-5119	2022 MEMBERSHIP			288.15
091185	R S RESCUE	1256	PASSENGER RESCUE TRAINING	001001	2022-01-30	2022-02-02	1,017.00
			02-1094-5118	PASSENGER RESCUE TRAINING			1,017.00
000535	SHELBURNE HOME HARDWA	348834/1	BLUE SALT	001007	2022-02-01	2022-02-02	45.14
			02-1094-5114	BLUE SALT			45.14
090883	SPARLINGS PROPANE CO. LT	88725061978808	PROPANE	000418	2022-01-30	2022-02-02	1,589.79
			02-1094-5124	PROPANE			1,589.79
090883	SPARLINGS PROPANE CO. LT	88725061978809	PROPANE	001008	2022-01-30	2022-02-11	487.64

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Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
			02-1094-5124	PROPANE			487.64
						Vendor Total	2,077.43
091164	SWISH MAINTENANCE LIMITEI	S053382	GPS FEE: JAN 2022	001002	2022-01-28	2022-02-02	197.75
			02-1094-5120	GPS FEE: JAN 2022			197.75
090454	TD CANADA TRUST AUTO DEF	JAN 2022	JAN EFT S/C	000414	2022-01-31	2022-02-02	25.00
			02-1094-5146	JAN EFT S/C			25.00
090454	TD CANADA TRUST AUTO DEF	FEB 2022	FEB EFT S/C	000421	2022-01-31	2022-02-28	25.00
			02-1094-5146	FEB EFT S/C			25.00
						Vendor Total	50.00
090994	TELIZON INC.	03500520220113	ACCT#35005 - FIRE JAN 2022	000411	2022-01-13	2022-01-19	115.13
			02-1094-5120	ACCT#35005 - FIRE JAN 2022			115.13
090994	TELIZON INC.	03500520220213	ACCT#35005 - FIRE FEB	000422	2022-02-13	2022-02-28	115.16
			02-1094-5120	ACCT#35005 - FIRE FEB			115.16
						Vendor Total	230.29
000025	TORONTO DOMINION VISA (HI	FEB 7 2022	HWIN, FIRE CODE BOOKS	000423	2022-02-07	2022-02-28	242.52
			02-1094-5146	ANNUAL CASH BACK			-2.03
			02-1094-5119	MOE HWIN RENEWAL			50.00
			02-1094-5118	ANNEX ONT FIRE CODE MANUALS			194.55
000052	TORONTO DOMINION VISA (M	DEC 20 2021	NEW ORLEANS PIZZA	000415	2021-12-20	2021-12-31	110.62
			02-1094-5141	NEW ORLEANS PIZZA			110.62
000052	TORONTO DOMINION VISA (M	JAN 4 2022	SHELL FUEL	000415	2022-01-04	2022-02-02	28.00
			02-1094-5112	SHELL FUEL			28.00
000052	TORONTO DOMINION VISA (M	FEB 7 2022	SUPPLIES, FUEL	000424	2022-02-07	2022-02-28	849.22
			02-1094-5114	ULINE TOWELS, HAND SANI			629.15
			02-1094-5114	AMAZON LED LIGHT FIXTURE			187.57
			02-1094-5112	SHELL FUEL			32.50
						Vendor Total	987.84
009087	TOTAL BATTERY BARRIE	B762681	AA BATTERIES	001010	2022-02-18	2022-02-28	78.73
			02-1094-5115	AA BATTERIES			78.73
090441	TOWNSHIP OF MULMUR	038005	DEC FUEL USEAGE	000412	2021-12-31	2021-12-31	248.78
			02-1094-5112	DEC FUEL USEAGE			248.78
090441	TOWNSHIP OF MULMUR	038110	JANUARY FUEL USAGE	000419	2022-02-03	2022-02-11	402.26
			02-1094-5112	JANUARY FUEL USAGE			402.26
						Vendor Total	651.04
091175	USTI CANADA INC	343072	2022 KEYSTONE MAINTENANCE	000999	2022-01-12	2022-01-19	1,108.67
			02-1094-5142	2022 KEYSTONE MAINTENANCE			1,108.67



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Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000345	WORKPLACE SAFETY & INSURANCE	DEC 2021	WSIB - 4TH QTR 2021	000416	2021-12-31	2021-12-31	1,039.97
			02-1094-5105		WSIB - 4TH QTR 2021		1,039.97
Unpaid Invoices							0.00
Paid Invoices							15,601.09
Invoices Total							15,601.09
Selected G/L Account Total							15,601.09