



AGENDA

ROSEMONT DISTRICT FIRE BOARD

Monday, June 5, 2023 at 4:00 pm

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Anishinabewaki, Haudenosaunee, Petun 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 June 5, 2023 Rosemont Fire Board agenda be approved as! circulated.

4. APPROVAL OF PREVIOUS MEETING MINUTES

Draft Motion: THAT the minutes of March 20, 2023, are approved as copied and! circulated.

5. DECLARATIONS 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. PUBLIC QUESTION PERIOD

7. DEPUTATIONS AND PRESENTATIONS

a) 2022 Draft Financial Statements - Presented by Matthew Betik

Draft Motion: THAT the draft Financial Statements be approved as presented.

8. TREASURY

a) Approval of Accounts

Draft Motion: THAT the accounts as presented in the amount of \$87,980.62 are! ordered paid.

b) Comparative Income Statement Actual to Budget up to June 2, 2023

c) Fire Training Reserve

9. ADMINISTRATION

a) Fire Chief General Update

b) Draft Policies

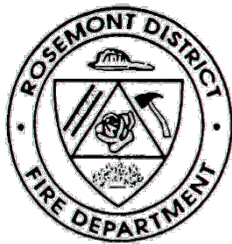
Draft Motion: THAT the Board approve the Procurement of Goods and Services Policy and the Sale and Disposition of Land Policy.

10. INFORMATION

a) Melancthon Township Motion

11. ADJOURNMENT

Draft Motion: THAT the meeting adjourn at _____ to meet again at the call of the Chair.



MINUTES

Monday, March 20, 2023

Rosemont District Fire Board

10:00 am

Present: Elaine Capes-Chair-Town of Mono Julius Lachs-Vice Chair-Adjala-Tosorontio
Patricia Clark – Township of Mulmur Earl Hawkins - Township of Mulmur
Ronald O'Leary – Adjala-Tosorontio
Mike Blacklaws - Fire Chief Chris Armstrong - Deputy Fire Chief
Heather Boston - Secretary-Treasurer
Absent: Melinda Davie – Town of Mono

1) **Call to order by the Secretary/Treasurer:** The Secretary/Treasurer called the meeting to order at 9:58 am

2) Appointment of the Chair, Vice-Chair and Secretary

Moved by: O'Leary/Hawkins

THAT Elaine Capes be appointed as Chair, Julius Lachs be appointed as Vice Chair and that Heather Boston be appointed as the Secretary/ Treasurer.

CARRIED.

3) Approval of the Agenda

Moved by: Clark/Lachs

THAT the March 20, 2023, Rosemont Fire Board agenda be approved as amended to include item 7 being the Presentation made by Andy Kennedy, item 9 e) being the Fire Chief's Year End Report 2022, and item 9 f) being Land Acknowledgement.

CARRIED.

4) Approval of previous meeting minutes

Moved by: Lachs/O'Leary

THAT the minutes of November 30, 2022, are approved as copied and circulated.

CARRIED.

5) Declarations of Pecuniary Interest

The Chair stated that 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) Public Question Period - None

7) Presentation - Andy Kennedy

a) Benefits

- Look at recruitment and retention strategies.
- Five new recruits hired in 2023.
- Some recruits don't qualify and some don't pass physical.
- Orangeville is having retentions and recruitment issues.
- 1/3 of firefighters are self-employed or in jobs without benefits.
- Volunteer Firefighters get VFIS insurance which includes Life and AD&D insurance, and they also have an Employee Assistance Program.
- Risks to firefighters covered with VFIS and WSIB.
- 30% cut in pay with WSIB.
- Secretary to look in WSIB Coverage as Board is paying maximum WSIB amount.
- Would like to investigate comprehensive benefit plan or a self-funded plan, dental and medical.
- Suggested a graduated scale dependent on service to cover self-funded plan.
- Hope that it would reduce ongoing issues that would take firefighters out of service.
- Could help to increased attendance knowing that benefits are based on service.
- Secretary to look into benefit coverage costs and bring back a report to the next meeting.
- Shelburne and Mulmur Melancthon Fire Departments do not have benefits.
- What happens to fire fighters that have coverage already?
- Firefighters could pay for benefits themselves.
- Compare family vs single coverage.
- May want to look at benefits for all three Boards together in a bigger plan.
- Rosemont has 26 - 30 firefighters.
- Secretary to bring a report back to the Board first and then consider including other fire departments.

8) Treasury

a) Approval of Accounts

Motion by: Clark/Lachs

THAT the accounts as presented in the amount of \$198,016.67 are ordered paid.

CARRIED.

9) Administration

a) Tanker Quotes

i) Quote from Midwest Fire for \$452,452.00 USD

Motion by: O'Leary/Clark

THAT the Board approve the purchase of a new tanker from Midwest Fire at a cost of \$452,452.00 USD.

CARRIED.

b) COVID Policy

- Enquiry from resident if policy will now be rescinded.
- Policy requires that all new recruits be vaccinated for COVID-19.
- Chief will send Secretary a copy of the policy and it will be reviewed at future meeting.

c) Incident Summary 2023

Motion by: Lachs/Clark

THAT the Board receive the Fire Chief's Incident Summary 2023.

CARRIED.

d) Fire Chief General Update

- Compressor has been delivered and in process of getting hooked up.
- \$3500 raised at annual Caleigh.
- Pancake supper \$1000.
- Fire Department has been advertising public safety announcements on 104.9 FM radio.
- Working on engineering for storage container structure and that will go to Dufferin County.

e) Fire Chief's Year End Report 2022

- 104 calls this year.
- During COVID calls dropped drastically.
- \$1.6 million in losses due to structural fires.
- Went into a training agreement with Adj/Tos at a cost of \$3500 per firefighter at the Fire Academy.
- Board may ask questions at next meeting after reviewing report.

Motion by: Hawkins/O'Leary

THAT the Board receive the Fire Chief's Year-end Report 2022 as information.

CARRIED.

f) Land Acknowledgement

- Direction was given by the Board that the Secretary to bring back a couple of examples to the next meeting.

10) Closed Session

Closed session pursuant to the *Municipal Act*, 2001 S.O. 2001, Chapter 25, Section 239 (2) (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Moved by: O'Leary/Hawkins

THAT the Rosemont District Fire Board move into Closed Session pursuant to Section 239 (2) (e) of the *Municipal Act*, 2001, as amended at 11:27 a.m. for the following reasons: litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED.

Moved by: Clark/Lachs

THAT the Board rise out of the closed session and into open session at 11:52 a.m. with the following motions/directions:

THAT the Fire Chief proceed as discussed in closed session.

CARRIED.

11) Adjournment

Moved by: O'Leary/Clark

THAT the meeting adjourn at 11:54 a.m. to meet again at the call of the Chair.

CARRIED.

Approved by:

Chair

Secretary/Treasurer

Financial Statements of

**ROSEMONT DISTRICT FIRE
DEPARTMENT**

Year ended December 31, 2022

DRAFT

ROSEMONT DISTRICT FIRE DEPARTMENT

Financial Statements

Year ended December 31, 2022

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Independent Practitioner’s Review Engagement Report

Financial Statements:

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INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Township of Mulmur, Town of Mono and Township of Adjala-Tosorontio

We have reviewed the accompanying financial statements of Rosemont District Fire Department, which comprise the statement of financial position as at December 31, 2022, the statement of operations, statement of changes in net financial assets and statement of cash flows for the year then ended, and notes, comprising 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 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 financial statements that are free from material misstatement, whether due to fraud or error.

Practitioners' Responsibility

Our responsibility is to express a conclusion on the accompanying 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 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 financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Rosemont District Fire Department as at December 31, 2022, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

DRAFT

Chartered Professional Accountants, Licensed Public Accountants

Waterloo, Canada

[DATE]

ROSEMONT DISTRICT FIRE DEPARTMENT

Statement of Financial Position

December 31, 2022, with comparative information 2021

	2022	2021
Financial Assets		
Cash	\$ 667,943	\$ 510,503
Accounts receivable	29,951	10,614
	697,894	521,117
Liabilities		
Accounts payable and accrued liabilities	29,161	15,367
Net financial assets	668,733	505,750
Non-Financial Assets		
Tangible capital assets (note 6)	1,173,071	1,236,824
Prepaid expenses	3,156	—
	\$ 1,844,860	\$ 1,742,574

See accompanying notes to financial statements.

On behalf of the Board:

Director

Director

ROSEMONT DISTRICT FIRE DEPARTMENT

Statement of Operations

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget	2022 Actual	2021 Actual
Revenues:			
Municipal levy - Operating	\$ 297,111	\$ 297,111	\$ 289,050
Municipal levy - Capital	120,000	120,000	115,000
Fire calls	27,000	32,605	18,982
Other	1,400	11,321	13,708
	445,511	461,037	436,740
Expenses:			
Amortization of tangible capital assets	—	84,044	87,308
Bad debts from fire calls	—	—	3,325
Building repairs and maintenance	7,500	4,783	3,429
Clothing	15,700	6,173	9,660
Dispatch fees	10,500	10,374	9,871
Employee benefits	9,000	4,340	7,882
Equipment repairs and maintenance	14,000	7,506	15,744
Firefighter recognition	500	445	90
First aid supplies	5,000	5,002	4,068
Insurance	42,000	28,956	39,864
Miscellaneous	6,575	972	1,333
Office	2,200	2,091	2,290
Professional fees	2,443	7,098	2,340
Salaries	173,893	152,895	152,007
Telephone	5,200	4,226	4,446
Training	8,000	1,395	7,950
Utilities	7,000	9,744	7,377
Vehicle	16,000	28,607	16,345
	325,511	358,651	375,329
Annual surplus	120,000	102,386	61,411
Accumulated surplus, beginning of year		1,742,574	1,681,163
Accumulated surplus, end of year		\$ 1,844,960	\$ 1,742,574

See accompanying notes to financial statements.

ROSEMONT DISTRICT FIRE DEPARTMENT

Statement of Changes in Net Financial Assets

Year ended December 31, 2022, with comparative information for 2021

	2022 Total	2021 Total
Annual surplus	\$ 102,386	\$ 61,411
Acquisition of tangible capital assets	(20,291)	(28,881)
Amortization	84,044	87,308
	166,139	58,427
Increase in prepaid expenses	(3,156)	—
Increase in net financial assets	162,983	119,838
Net financial assets, beginning of year	505,750	385,912
Net financial assets, end of year	\$ 668,733	\$ 505,750

See accompanying notes to financial statements.

ROSEMONT DISTRICT FIRE DEPARTMENT

Statement of Cash Flows

Year ended December 31, 2022, with comparative information for 2021

	2022	2021
Cash provided by (used in):		
Annual surplus	\$ 102,386	\$ 61,411
Amortization	84,044	87,308
	186,430	148,719
Net changes in non-cash working capital:		
Accounts receivable	(19,337)	4,049
Prepaid expenses	(3,156)	—
Accounts payable and accrued liabilities	13,794	4,147
	(8,699)	8,196
	177,731	156,915
Capital activities:		
Acquisition of tangible capital assets	(20,291)	(28,881)
Increase in cash and cash equivalents	157,440	128,034
Cash, beginning of year	510,503	382,469
Cash, end of year	\$ 667,943	\$ 510,503

See accompanying notes to financial statements.

ROSEMONT DISTRICT FIRE DEPARTMENT

Notes to Financial Statements

Year ended December 31, 2022

The financial statements of the Rosemont District 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. Rosemont District Fire Department (the "department") is a Fire Department in the Province of Ontario and operates under the provisions of the Community Charter. The department provides fire services to the Township of Mulmur, Town of Mono and Township of Adjala-Tosorontio. Summarized below are the significant accounting policies:

1. 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:

Firehall and improvements	5 to 20 years
Truck mounted equipment	10 to 25 years
Vehicles	15 to 25 years
Equipment	5 to 15 years

ROSEMONT DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies:

(d) Non-financial assets (continued):

(i) Tangible capital assets (continued):

A full year of amortization is charged in the year of acquisition and no amortization is charged 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.

The organization has established a \$2,500 capitalization threshold for all items with the exception of pooled assets. Assets purchased below this threshold are expensed in the statement of operations in the year of purchase. Assets under construction are not amortized until the asset is available for active service to the department.

(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.

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. Reserves:

The balance of the accumulated surplus included in the statement of financial position includes assets that have been specifically restricted (internally) by the Joint Board of Management as outlined in schedule 1.

4. Operations:

The department is managed by a six member board known as the Rosemont District Fire Department Joint Board of Management. Two members have been appointed from each participating municipality to the Fire Department Joint Board of Management.

ROSEMONT DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2022

4. Operations (continued):

Annual minor capital, operating and administration costs of the department are shared on a combined average percentage of the number of acres, the number of households, and the equalized assessment of the previous year of each participating municipality as follows:

	2022	2021
Township of Adjala-Tosorontio	21.95%	21.15%
Town of Mono	26.02%	27.47%
Township of Mulmur	52.03%	51.38%

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	Balance, beginning of year	Additions	Disposals	Balance, end of year
Land, firehall and improvements	\$ 495,900	\$ —	\$ —	\$ 495,900
Truck mounted equipment	153,772	—	—	153,772
Vehicles	1,262,472	—	—	1,262,472
Equipment	231,439	20,291	—	251,730
	\$ 2,143,583	\$ 20,291	\$ —	\$ 2,163,874

Accumulated depreciation	Balance, beginning of year	Additions	Disposals	Balance, end of year
Land, firehall and improvements	\$ 239,146	\$ 7,386	\$ —	\$ 246,532
Truck mounted equipment	109,196	8,686	—	117,882
Vehicles	485,066	51,190	—	536,256
Equipment	73,351	16,782	—	90,133
	\$ 906,759	\$ 84,044	\$ —	\$ 990,803

Net book value	Balance, beginning of year	Balance, end of year
Land, firehall and improvements	\$ 256,754	\$ 249,368
Truck mounted equipment	44,575	35,890
Vehicles	777,406	726,216
Equipment	158,088	161,597
	\$ 1,236,823	\$ 1,173,071

ROSEMONT DISTRICT FIRE DEPARTMENT

Schedule of Accumulated Surplus

Year ended December 31, 2022

	2022	2021
Surpluses:		
Surplus from general fund operations	\$ 7,691	\$ 7,690
Invested in capital assets	1,173,071	1,236,824
	1,180,762	1,244,514
Reserves:		
Capital reserve	664,198	498,060
Accumulated surplus, end of year	\$ 1,844,960	\$ 1,742,574

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
03-01-2023 J203 wo-0004670326,	Commercial Truck Equipment Corp				
		1018	HST Receivable	97.15	-
		5072	Vehicle maintenance	879.98	-
		2002	Trade Accounts Payable	-	977.13
03-01-2023 J210 CR0000173136,	A.J. Stone Company Ltd				
		2002	Trade Accounts Payable	2,175.37	-
		1018	HST Receivable	-	216.28
		5066	Protective Gear Non-Capital	-	1,959.09
03-17-2023 J211 0000173504,	A.J. Stone Company Ltd				
		1018	HST Receivable	216.18	-
		5066	Protective Gear Non-Capital	1,958.17	-
		2002	Trade Accounts Payable	-	2,174.35
03-13-2023 J213 0000173369,	A.J. Stone Company Ltd				
		1018	HST Receivable	77.94	-
		5066	Protective Gear Non-Capital	706.00	-
		2002	Trade Accounts Payable	-	783.94
03-21-2023 J216 0000173576,	A.J. Stone Company Ltd				
		1018	HST Receivable	211.24	-
		5062	Breathing apparatus maintenance	1,913.44	-
		2002	Trade Accounts Payable	-	2,124.68
04-01-2023 J218 0401203,					
		5012	Firefighter Payroll Total:Officers	1,783.84	-
		2002	Trade Accounts Payable	-	1,592.02
		2006	CPP Payable	-	88.78
		2007	EI Payable	-	28.87

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
		2009	Federal Income Tax Payable	-	74.17
02-13-2023	J220 0286044 P,		Currie Truck Centre		
		1018	HST Receivable	20.18	-
		5072	Vehicle maintenance	182.81	-
		2002	Trade Accounts Payable	-	202.99
03-30-2023	J228 Internet bank,		02252023, Bell Canada - North York		
		1018	HST Receivable	11.56	-
		5040	Telephone & Internet	104.74	-
		1002	Bank - Chequing	-	116.30
03-01-2023	J230 88725062904360,		Sparling's Propane		
		1018	HST Receivable	8.98	-
		5096	Propane	81.36	-
		2002	Trade Accounts Payable	-	90.34
03-01-2023	J232 Internet bank,		03012023, Bell -Toronto		
		1018	HST Receivable	4.25	-
		5040	Telephone & Internet	38.52	-
		1002	Bank - Chequing	-	42.77
03-13-2023	J233 Internet bank,		03132023, Bell Mobility Cellular		
		1018	HST Receivable	3.78	-
		5040	Telephone & Internet	34.26	-
		1002	Bank - Chequing	-	38.04
03-06-2023	J234 Internet bank,		03272023, TD VISA		
		1018	HST Receivable	14.58	-
		5074	Vehicle Fuel & Oil Purchases	36.79	-

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
		5098	Building Maintenance	132.06	-
		1002	Bank - Chequing	-	183.43
03-13-2023	J237 Internet bank,	02212023,	Hydro One Networks Inc.		
		1018	HST Receivable	36.43	-
		5092	Hydro	330.03	-
		1002	Bank - Chequing	-	366.46
03-16-2023	J239 Internet bank,	3448,	Peavey Mart		
		1018	HST Receivable	5.81	-
		5078	Equipment repairs	52.63	-
		1002	Bank - Chequing	-	58.44
03-28-2023	J241 Internet bank,	23-5489,	MIDWEST FIRE		
		5118	Large Capital-Vehicle	18,940.51	-
		1002	Bank - Chequing	-	18,940.51
03-30-2023	J243 Internet bank,	302405,	Peavey Mart		
		1018	HST Receivable	3.71	-
		5068	Training	33.56	-
		1002	Bank - Chequing	-	37.27
03-31-2023	J245 CRC-F-096184,		Canadian Red Cross		
		5082	Membership fees	250.00	-
		2002	Trade Accounts Payable	-	250.00
03-31-2023	J246 3200013099,		City of Barrie		
		5056	Dispatch Fees	5,153.75	-
		2002	Trade Accounts Payable	-	5,153.75

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
05-01-2023 J252 05012023,					
		5012	Firefighter Payroll Total:Officers	1,783.84	-
		2002	Trade Accounts Payable	-	1,592.02
		2006	CPP Payable	-	88.78
		2007	EI Payable	-	28.87
		2009	Federal Income Tax Payable	-	74.17
04-01-2023 J253 S9110005, Symposium Technologies Inc.					
		5056	Dispatch Fees	542.40	-
		2002	Trade Accounts Payable	-	542.40
04-11-2023 J260 Internet bank, 03222023, Hydro One Networks Inc.					
		1018	HST Receivable	33.65	-
		5092	Hydro	304.83	-
		1002	Bank - Chequing	-	338.48
04-14-2023 J261 Internet bank, 0330203, Receiver General					
		2006	CPP Payable	266.34	-
		2007	EI Payable	86.61	-
		2009	Federal Income Tax Payable	222.51	-
		5005	EI Expense	121.25	-
		5007	CPP Expense	266.34	-
		1002	Bank - Chequing	-	963.05
04-06-2023 J262 Internet bank, 03252023, Bell Canada - North York					
		1018	HST Receivable	11.56	-
		5040	Telephone & Internet	104.74	-
		1002	Bank - Chequing	-	116.30
04-06-2023 J263 03252023-3417, Bell Canada - North York					

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
		1018	HST Receivable	28.71	-
		5040	Telephone & Internet	260.10	-
		2002	Trade Accounts Payable	-	288.81
04-06-2023	J264	Internet bank,	3505, Peavey Mart		
		1018	HST Receivable	1.57	-
		5072	Vehicle maintenance	14.24	-
		1002	Bank - Chequing	-	15.81
04-06-2023	J265	Internet bank,	01P61068, STEER ENTERPRISES LTD		
		1018	HST Receivable	1.44	-
		5074	Vehicle Fuel & Oil Purchases	13.01	-
		1002	Bank - Chequing	-	14.45
04-06-2023	J266	Internet bank,	01P61060, STEER ENTERPRISES LTD		
		1018	HST Receivable	33.97	-
		5072	Vehicle maintenance	307.74	-
		1002	Bank - Chequing	-	341.71
04-12-2023	J267	Internet bank,	04012023, Vianet		
		1018	HST Receivable	16.84	-
		5040	Telephone & Internet	152.49	-
		1002	Bank - Chequing	-	169.33
04-18-2023	J268	4537,	Peavey Mart		
		1018	HST Receivable	7.30	-
		5079	Equipment Supplies	66.14	-
		2002	Trade Accounts Payable	-	73.44
04-18-2023	J269	Internet bank,	04012023, Bell -Toronto		

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
		1018	HST Receivable	4.25	-
		5040	Telephone & Internet	38.52	-
		1002	Bank - Chequing	-	42.77
04-18-2023	J270 Internet bank,	88725062904364, Sparling's Propane			
		1018	HST Receivable	164.69	-
		5096	Propane	1,491.77	-
		1002	Bank - Chequing	-	1,656.46
04-21-2023	J271 Internet bank,	756265, Wayne Bird Fuels			
		1018	HST Receivable	153.96	-
		5074	Vehicle Fuel & Oil Purchases	1,394.57	-
		1002	Bank - Chequing	-	1,548.53
04-27-2023	J272 Internet bank,	04132023, Bell Mobility Cellular			
		1018	HST Receivable	3.83	-
		5040	Telephone & Internet	34.73	-
		1002	Bank - Chequing	-	38.56
04-27-2023	J273 Internet bank,	0041043, Township of Mulmur			
		5026	Municipal Administration Fees	5,000.00	-
		1002	Bank - Chequing	-	5,000.00
04-21-2023	J274 Internet bank,	0041031, Township of Mulmur			
		1018	HST Receivable	39.08	-
		5068	Training	353.96	-
		1002	Bank - Chequing	-	393.04
04-26-2023	J275 Internet bank,	04052023, TD VISA			
		1018	HST Receivable	226.62	-

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
		5044	Office Supplies	819.06	-
		5060	Medical Supplies	1,116.59	-
		5072	Vehicle maintenance	51.73	-
		5078	Equipment repairs	65.37	-
		1002	Bank - Chequing	-	2,279.37
04-04-2023	J276 Internet bank,	03302023,	WSIB		
		5006	Workers Compensation	1,239.24	-
		1002	Bank - Chequing	-	1,239.24
05-01-2023	J280 H587307,	Homewood Health Inc.			
		1018	HST Receivable	75.50	-
		5052	Insurance	683.86	-
		2002	Trade Accounts Payable	-	759.36
05-05-2023	J283 05052023,				
		1018	HST Receivable	49.96	-
		5028	Mileage	45.30	-
		5044	Office Supplies	6.99	-
		5078	Equipment repairs	93.12	-
		5084	Miscellaneous	307.19	-
		2002	Trade Accounts Payable	-	502.56
06-01-2023	J292 06012023,				
		5012	Firefighter Payroll Total:Officers	1,783.84	-
		2002	Trade Accounts Payable	-	1,492.02
		2006	CPP Payable	-	88.78
		2007	EI Payable	-	28.87
		2009	Federal Income Tax Payable	-	174.17

ROSEMONT DISTRICT FIRE DEPARTMENT

Purchases Journal J203 to J305

		Account Number	Account Description	Debits	Credits
05-16-2023 J293 003472, KIDD'S GLASS WORKS					
		1018	HST Receivable	47.75	-
		5072	Vehicle maintenance	432.50	-
		2002	Trade Accounts Payable	-	480.25
02-02-2023 J295 2023-V-1001-ROSE, Southwest Fire Academy					
		1018	HST Receivable	2,790.74	-
		5068	Training	25,278.46	-
		2002	Trade Accounts Payable	-	28,069.20
05-09-2023 J297 835, LW Diesel Inc					
		1018	HST Receivable	132.06	-
		5072	Vehicle maintenance	1,196.15	-
		2002	Trade Accounts Payable	-	1,328.21
06-02-2023 J305 8004822735, KPMG LLP, T4348					
		1018	HST Receivable	269.64	-
		5048	Audit	2,442.36	-
		2002	Trade Accounts Payable	-	2,712.00
				87,980.62	87,980.62

Generated On: 06/02/2023

ROSEMONT DISTRICT FIRE DEPARTMENT

Comparative Income Statement

	Actual 01/01/2023 to 05/31/2023	Budget 01/01/2023 to 12/31/2023	Difference	Actual 01/01/2022 to 12/31/2022	Budget 01/01/2022 to 12/31/2022	Difference
REVENUE						
Income						
Municipal OpsLevies:Twp AdjTos	34,152.16	68,304.30	-34,152.14	65,218.66	65,218.65	0.01
Municipal Ops Levies:Town of Mono	40,780.72	81,561.43	-40,780.71	77,318.53	77,318.53	0.00
Municipal Ops Levies:Twp Mulmur	81,602.64	163,205.27	-81,602.63	154,573.81	154,573.82	-0.01
Municipal Operating Levies:Net	156,535.52	313,071.00	-156,535.48	297,111.00	297,111.00	0.00
Large Capital Levy:AdjalaTosorontio	14,181.38	28,362.76	-14,181.38	26,341.13	26,341.12	0.01
Large Capital Levy:Mono Special Lev	16,933.84	33,867.67	-16,933.83	31,228.15	31,228.14	0.01
Large Capital Levy:Mulmur Special L	33,884.78	67,769.57	-33,884.79	62,430.73	62,430.74	-0.01
Large Capital Levy:Net	65,000.00	130,000.00	-65,000.00	120,000.01	120,000.00	0.01
Fire Calls	1,330.00	27,000.00	-25,670.00	32,605.00	27,000.00	5,605.00
Interest	12,536.33	1,400.00	11,136.33	10,827.14	1,400.00	9,427.14
Donations - Operating	0.00	0.00	0.00	429.00	0.00	429.00
Miscellaneous Income	0.00	0.00	0.00	65.00	0.00	65.00
Transfer From Capital Reserve	0.00	622,500.00	-622,500.00	20,291.47	74,000.00	-53,708.53
Total Income	235,401.85	1,093,971.00	-858,569.15	481,328.62	519,511.00	-38,182.38
TOTAL REVENUE	235,401.85	1,093,971.00	-858,569.15	481,328.62	519,511.00	-38,182.38
EXPENSE						
Direct Cost						
Amortization	0.00	0.00	0.00	84,044.43	0.00	84,044.43
Recognition - Firefighters	0.00	500.00	-500.00	445.08	500.00	-54.92
EI Expense	236.16	500.00	-263.84	344.73	500.00	-155.27
Workers Compensation	1,239.24	8,900.00	-7,660.76	4,339.89	8,900.00	-4,560.11
CPP Expense	512.61	850.00	-337.39	738.81	850.00	-111.19
Firefighter Payroll Total:Officers	8,919.20	39,802.00	-30,882.80	35,247.87	38,643.00	-3,395.13
Firefighter Payroll Total:Hourly Pa	0.00	125,000.00	-125,000.00	107,340.12	125,000.00	-17,659.88
Firefighter Payroll Total:Net	10,907.21	175,552.00	-164,644.79	148,456.50	174,393.00	-25,936.50
Municipal Administration Fees	5,000.00	10,000.00	-5,000.00	9,000.00	9,000.00	0.00
Mileage	113.74	500.00	-386.26	223.34	500.00	-276.66
MTO Reports	140.00	400.00	-260.00	266.00	600.00	-334.00
Fire Prevention	214.22	1,000.00	-785.78	0.00	1,000.00	-1,000.00
Public Education	228.97	1,000.00	-771.03	0.00	1,000.00	-1,000.00
Postage	129.85	200.00	-70.15	103.88	200.00	-96.12
Telephone & Internet	1,428.75	5,200.00	-3,771.25	4,226.40	5,200.00	-973.60
Office Supplies	1,478.72	2,200.00	-721.28	1,987.38	2,200.00	-212.62
Bank charges	27.00	100.00	-73.00	96.48	100.00	-3.52
Audit	0.00	2,544.00	-2,544.00	2,442.24	2,443.00	-0.76
Consulting	0.00	0.00	0.00	1,099.01	0.00	1,099.01
Insurance	25,091.86	44,000.00	-18,908.14	28,955.90	42,000.00	-13,044.10
Legal Fees	0.00	0.00	0.00	3,556.91	0.00	3,556.91

ROSEMONT DISTRICT FIRE DEPARTMENT

Comparative Income Statement

	Actual 01/01/2023 to 05/31/2023	Budget 01/01/2023 to 12/31/2023	Difference	Actual 01/01/2022 to 12/31/2022	Budget 01/01/2022 to 12/31/2022	Difference
Dispatch Fees	5,696.15	11,000.00	-5,303.85	10,373.93	10,500.00	-126.07
Medical Supplies	1,116.59	5,000.00	-3,883.41	5,002.29	5,000.00	2.29
Breathing apparatus maintenance	1,999.94	5,000.00	-3,000.06	1,974.78	5,000.00	-3,025.22
Protective Clothing Maintenance	0.00	4,000.00	-4,000.00	1,420.15	3,200.00	-1,779.85
Protective Gear Non-Capital	3,272.47	7,500.00	-4,227.53	4,752.56	7,500.00	-2,747.44
Training	25,703.22	15,000.00	10,703.22	1,394.79	8,000.00	-6,605.21
Radio repairs and supplies	1,022.25	1,000.00	22.25	0.00	1,000.00	-1,000.00
Vehicle maintenance	3,673.95	13,000.00	-9,326.05	17,961.18	10,500.00	7,461.18
Vehicle Fuel & Oil Purchases	2,976.18	6,500.00	-3,523.82	8,982.62	5,500.00	3,482.62
Certifications	0.00	500.00	-500.00	0.00	500.00	-500.00
Equipment repairs	1,016.59	4,500.00	-3,483.41	3,162.29	4,000.00	-837.71
Equipment Supplies	124.10	7,500.00	-7,375.90	2,369.27	9,000.00	-6,630.73
Licenses	1,777.26	1,750.00	27.26	1,664.04	1,650.00	14.04
Membership fees	475.00	525.00	-50.00	375.00	525.00	-150.00
Miscellaneous	525.71	500.00	25.71	234.12	500.00	-265.88
Hydro	940.93	3,500.00	-2,559.07	3,514.23	3,000.00	514.23
Propane	3,087.02	6,500.00	-3,412.98	6,230.18	4,000.00	2,230.18
Building Maintenance	414.22	5,500.00	-5,085.78	4,782.54	7,500.00	-2,717.46
Capital Expenses:Radio & Page	0.00	5,000.00	-5,000.00	0.00	5,000.00	-5,000.00
Capital Expenses:Protective C	0.00	17,500.00	-17,500.00	0.00	12,000.00	-12,000.00
Capital Expenses: Misc	53,494.88	0.00	53,494.88	0.00	57,000.00	-57,000.00
Capital Expenses:Net	53,494.88	22,500.00	30,994.88	0.00	74,000.00	-74,000.00
Large Capital-Vehicle	18,940.51	600,000.00	-581,059.49	0.00	0.00	0.00
Tsfr to % Capital Reserve	0.00	130,000.00	-130,000.00	186,429.26	120,000.00	66,429.26
Large Capital-Ontario Grant Exp:Net	18,940.51	730,000.00	-711,059.49	186,429.26	120,000.00	66,429.26
Total Direct Cost	171,017.29	1,093,971.00	-922,953.71	545,081.70	519,511.00	25,570.70
TOTAL EXPENSE	171,017.29	1,093,971.00	-922,953.71	545,081.70	519,511.00	25,570.70
NET INCOME	64,384.56	0.00	64,384.56	-63,753.08	0.00	-63,753.08

Generated On: 06/02/2023

May 8, 2023

Township of Mulmur Resolution: Fire Training Reserves

At the Council meeting held on May 3, 2023, Council of the Township of Mulmur passed the following motion for consideration:

Moved by Hawkins and Seconded by Clark

WHEREAS the Ontario Fire College closed in March 2021 with fire training now being run independently out of 28 Registered Training Centres in Ontario;

AND WHEREAS mandatory minimum certification standards for firefighters came into force on July 1, 2022;

AND WHEREAS all existing and new firefighters (volunteer and fulltime) must reach these new certification standards by July 1, 2026;

AND WHEREAS fire departments will need to invest approximately \$3,500 to certify each new firefighter before they are ready to work as a full service firefighter;

AND WHEREAS each fire department has varying recruitment schedules due to volunteer turn over;

NOW THEREFORE the Council of the Corporation of the Township of Mulmur recommend that the fire boards servicing the Township of Mulmur create a training reserve account, with allocation being budgeted each year to address the additional costs of training and ensure that annual budgets remain more consistent and without undue hardship of the ratepayers;

AND THAT Council recommend any surplus funds left in the 2023 training budgets be transferred to such reserve account;

AND FURTHER THAT this motion be forwarded to all Dufferin County Fire Chiefs, and the Shelburne District Fire Board, Rosemont District Fire Board and Mulmur-Melancthon Fire Board for consideration.

CARRIED.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planning Coordinator

on desk

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2023-001	01/10/23	Mono	Mutual Aid	14:45	14:56	15:11	15:11	19:54	4	Mutual Aid tanker request to assist Orangeville Fire with large structure fire.
2023-002	01/10/23	Mulmur	MVC	17:57	18:04	18:10	18:03	18:10	7	Vehicle struck deer, RDFD checked for injuries.
2023-003	01/13/23	Mulmur	Fire Alarm	23:08	23:11	23:14	23:14	23:33	11	Monitored fire alarm activated, RDFD investigated, no cause found. Left in care of staff on site.
2023-004	01/21/23	Shelburn	Mutual Aid	04:26	04:40	05:25	05:25	07:06	11	Mutual aid pumper and staff to assist SDFD with structure fire.
2023-005	01/21/23	Mulmur	Medical	06:01	06:07	06:09	06:15	06:34	7	Medical assist, possible heart attack. RDFD provided care and assisted Amb#2272.
2023-006	02/01/23	Adj/Tos	Mutual Aid	14:20	14:27	14:45	14:45	15:29	6	Mutual aid tanker request to assist Adj/Tos Stn 2 with structure fire.
2023-007	02/02.23	Adj/Tos	MVC	15:52	15:55	16:02	16:02	16:53	8	Single vehicle off of roadway and struck hydro pole. RDFD assessed driver and controlled traffic at request of OPP due to hazardous conditions.
2023-008	02/02/23	Mulmur	Medical	22:46	22:55	23:04	23:04	23:06	10	Reported as patient in seizure. RDFD cleared upon arrival by Amb#2272.
2023-009	02/07/23	Mulmur	Medical	03:14	03:23	03:24	03:33	04:03	12	Patient with possible heart condition, RDFD assessed.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2023-010	02/11/23	Mulmur	Medical	10:57	10:58	11:02	11:02	11:31	7	Patient with difficulty breathing, RDFD assessed, provided care and assisted Amb#2271 with preparation for transport.
2023-011	02/12/23	Mulmur	Mutual Aid	15:04	15:07	15:12	15:12	19:11	10	Mutual aid tanker request to assist SDFD with structure fire.
2023-012	02/13/23	Mulmur	Medical	18:40	18:44	18:49	18:49	19:11	10	Patient with difficulty breathing, RDFD assessed and assisted Amb#2272 with transport.
2023-013	02/13/23	Mulmur	Medical	19:43	19:45	19:51	19:51	20:23	9	Reported as person fell down stairs and VSA, RDFD assessed and provided care. Assisted Amb#2272 with medical care and moving patient out of basement, transport to ASMH.
2030-014	02/16/23	Adj/Tos	Check	18:02	18:07	18:09	18:09	18:24	9	Reported as smoke coming from 2 nd floor window, RDFD investigated, no problem found.
2023-015	02/17/23	Mono	MVC	21:58	22:07	22:06	22:10	22:34	12	Vehicle struck deer, RDFD assessed driver and controlled traffic at request of OPP.
2023-016	02/18/23	Mono	MVC	12:26	12:30	12:37	12:37	13:11	9	Vehicle off of roadway, reported as 5 people injured and extrication required. Call actually in Caledon Fire area, RDFD assisted until cleared from scene.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2023-017	02/21/23	Adj/Tos	Mutual Aid	08:15	08:20	08:35	08:35	08:45	8	Mutual Aid assist for chimney fire in Adj/Tos Stn 2 area.
2023-018	02/23/23	Mono	Fire Alarm	23:52	00:02	00:03	00:05	00:26	10	Monitored fire alarm activation, RDFD investigated and found no cause for the alarm.
2023-019	02/25/23	Mulmur	MVC	13:45	13:54	13:46	14:00	14:10	10	2 vehicle MVC. RDFD assessed occupants of both vehicles and controlled traffic.
2023-020	02/28/23	Mulmur	MVC	08:57	08:59	09:05	09:05	09:43	6	2 vehicle MVC, RDFD assessed and provided care to driver, serious injuries, Controlled traffic due to both lanes blocked.
2023-021	03/02/23	Mulmur	MVC	16:10	16:13	16:17	16:17	17:30	8	School bus struck bridge and entered ditch, 4 children treated for minor injuries and transported to ASMH.
2023-022	03/03/23	Mulmur	Check Call	09:10	09:12	09:15	09:15	09:18	9	Reported as strong smell of gas or propane, RDFD investigated and found cause to be large tanker truck delivering gasoline to Shell Gas station.
2023-023	03/05/23	Mulmur	Fire	10:44	n/a	n/a	n/a	10:46	0	Call generated for RDFD by BFES but determined to be in SDFD area prior to dispatching RDFD. Call forwarded to SDFD dispatch centre. See incident # 2030-024.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2023-024	03/05/23	Mulmur	Fire	11:36	11:42	12:00	12:00	13:59	10	Mutual aid assist with tanker and manpower to structure fire in portion of Mulmur covered by SDFD. Tanker 1 and Pump 1 responded.
2023-025	03/18/23	Mono	Fire Alarm	15:45	15:52	15:50	16:04	16:06	13	Monitored fire alarm accidentally activated.
2023-026	03/24/23	Mulmur	Fire Alarm	03:53	03:57	03:58	03:59	04:15	10	Monitored fire alarm accidentally activated by snow groomer.
2023-027	03/25/23	Adj/Tos	Fire Alarm	18:44	18:52	18:53	19:01	19:08	12	Monitored fire alarm accidentally activated.
2023-028	03/29/23	Adj/Tos	Medical	11:28	11:30	11:38	11:38	12:02	4	Patient difficulty breathing, RDFD assessed and provided care, assisted EMS#3540.
2023-029	03/31/23	Mulmur	MVC	14:54	14:56	15:00	15:07	15:31	8	Stolen vehicle rolled over in ditch, driver fled on foot, apprehended by OPP. No medical aid required.
2023-030	04/06/23	Mono	Mutual Aid	12:27	12:48	12:54	12:54	13:33	8	Mutual aid assist to Mono Cliffs Park to help remove patient.
2023-031	04/06/23	Mulmur	Medical	16:55	16:58	17:01	17:01	17:32	9	Driver suffered medical emergency (VSA) while driving, went off of road. RDFD provided basic life support and assisted EMS#2268.
2023-032	04/11/23	Adj/Tos	Fire Alarm	08:28	08:39	08:38	08:43	09:11	7	Monitored fire alarm activated. RDFD investigated. No cause.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2023-033	04/12/23	Mulmur	MVC	06:11	06:14	06:19	06:19	07:21	8	2 vehicle head on collision, minor injuries. RDFD assessed both drivers, controlled hazards and traffic control.
2023-034	04/12/23	Mulmur	Fire	15:20	15:21	15:29	15:29	21:03	14	Large grass and bush fire, started on property on Airport Road, spread all the way to 7 th Line EHS, Mutual aid received from Adj/Tos Stn 1 and 2.
2023-035	04/13/23	Mulmur	Fire	16:06	16:16	16:21	16:21	20:26	11	Mutual aid assist to Shelburne Fire for large grass fire. Pumper 1, and Ranger responded.
2023-036	04/13/23	Mulmur	Fire	16:53	16:56	17:04	17:04	20:27	2	Tanker 1 responded.
2023-037	04/16/23	Mulmur	Fire	11:10	11:19	11:14	11:28	19:36	11	Large grass/brush fire, Adj/Tos and MMFD assisted.
2023-038	04/18/23	Mulmur	Medical	11:37	11:45	11:46	11:55	12:07	8	Patient difficulty breathing, RDFD assessed and provided care.
2023-039	04/19/23	Mulmur	Hazard	11:34	11:41	11:40	11:47	12:07	8	Vehicle struck object on the road and punctured fuel tank.
2023-040	04/19/23	Adj/Tos	MVC	16:41	n/a	16:46	n/a	16:57	6	School bus struck by golf cart, RDFD investigated, no injuries.
2023-041	04/23/23	Mulmur	MVC	09:34	09:46	09:41	09:48	10:07	6	Vehicle struck wild turkey, turkey entered vehicle through windshield. Minor injuries.
2023-042	05/15/23	Adj/Tos	Fire	10:24	10:34	10:33	10:39	12:11	7	Hydro pole on fire, RDFD extinguished fire.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2023-043	05/15/23	Adj/Tos	Mutual Aid	14:04	14:14	14:23	14:23	16:11	6	Assist Adj/Tos with grass/bush fire. Pumper 1 and Ranger responded.
2023-044	05/16/23	Adj/Tos	Medical	09:27	09:29	09:34	09:34	09:58	6	Patient with chest pains, RDFD assessed and provided care.
2023-045	05/18/23	Mulmur	Medical	20:12	20:18	20:18	20:18	20:23	14	Child with difficulty breathing, RDFD assessed and provided care.
2023-046	05/21/23	Mulmur	MVC	18:50	18:53	18:57	19:01	19:28	13	3 vehicle MVC involving motorcycle, RDFD assessed all involved and provided care. Assisted EMS with prepping patient for transport.
2023-047	05/22/23	Mulmur	Medical	11:27	11:29	11:31	11:31	11:59	10	Patient short of breath, recent heart surgery. RDFD assessed and provided care.
2023-048	05/23/23	Mulmur	Medical	07:42	07:45	07:48	07:48	18:15	7	Patient had fainted, RDFD assessed and provided care.
2023-049	05/25/23	Adj/Tos	Medical	05:10	05:22	05:21	05:22	05:28	4	RDFD assessed patient and cleared by EMS#3508.
2023-050	05/30/23	SDFD	Mutual Aid	07:10	07:17	07:40	07:40	09:23	5	Mutual Aid assist to Shelburne to help with structure fire.
2023-051	06/03/23	Mulmur	Fire	14:04	n/a	14:10	n/a	14:16	8	Reported as smoke visible in the area of County Rd 18 and 10 Sideroad. RDFD investigated and nothing found.



REPORT TO ROSEMONT DISTRICT FIRE BOARD

TO: Chair Capes and Members of the Board
FROM: Roseann Knechtel, Deputy Clerk
DATE: June 5, 2023
SUBJECT: Rosemont District Fire Board Policies

PURPOSE

The purpose of this report is to provide the Board with information pertaining to the proposed procurement, and sale and disposition of land policies.

BACKGROUND & DISCUSSION

Section 270 (2) of the Municipal Act requires local boards to establish and maintain certain policies, stating:

270 Policies of local boards

(2) A local board **shall** adopt and maintain policies with respect to the following matters:

1. Its sale and other disposition of land.
2. Its hiring of employees.
3. Its procurement of goods and services. 2006, c. 32, Sched. A, s. 113.

A sale and disposition of land policy and a procurement of goods and services policy are therefore being proposed to ensure the Board meets the legislated requirements of the Municipal Act.

HIRING POLICY

The Rosemont & District Fire Board currently does not have a hiring policy in place. The hiring practices have been done under an unwritten procedure and a policy is being drafted and will come forward to a future fire board meeting to formalize the hiring practices to meet the requirements of the Municipal Act.

PROCUREMENT POLICY

Historically, the unwritten practices of the Rosemont District Fire Board are to follow the procurement policy of the Township currently maintaining the books. The proposed policy establishes this unwritten practice as a formal policy to meet the requirements of the Municipal Act.

SALE AND DISPOSITION OF LAND

The Rosemont District Fire Board does not currently have a policy or practice that speaks to the sale and disposition of land. Historically, the Board has not been in a position where the need for such policy has arose. The proposed policy mirrors the practices currently utilized by the Board in procurement, stating that the Board will follow the sale and disposition of land policies of the Township in which the lands in question are physically located.

FINANCIAL IMPACT

None.

RECOMMENDATION

THAT the report from Roseann Knechtel, Deputy Clerk for the Township of Mulmur be received;

AND THAT the Rosemont District Fire Board approve the the Procurement of Goods and Services Policy and the Sale and Disposition of Land Policy.

Respectfully submitted:

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planning Coordinator
Township of Mulmur

1. Policy Statement

- 1.1 The Rosemont and District Fire Board shall acquire goods and services in a transparent and accountable manner that promotes and maintains fairness, openness, and integrity in the procurement process.

2. Purpose

- 2.1 Section 270 (2) of the Municipal Act, 2001 S.O. 2001, c.25, as amended, requires local boards to adopt and maintain a policy with respect to procurement of goods and services.
- 2.2 This policy provides a clear description of the process involved in acquiring goods and service, while promoting and maintaining fairness, openness, and integrity in the procurement practices.

3. Scope and Application

- 3.1 This policy applies to all procurement of goods and services, whether by purchase, lease or rent using Board funds from all resources.
- 3.2 The Rosemont and District Fire Department is managed by a joint local board of management between the Township of Adjala-Tosorontio, Town of Mono and Township of Mulmur, therefore:
 - a) Where Rosemont and District Fire Board treasury and financial functions are being managed and maintained but the Township of Adjala-Tosorontio, the Rosemont District Fire Board shall adhere to the Township of Adjala-Tosorontio's prevailing Procurement of Goods and Services Policies and/or By-law;
 - b) Where Rosemont and District Fire Board treasury and financial functions are being managed and maintained but the Town of Mono, the Rosemont District Fire Board shall adhere to the Town of Mono's prevailing Procurement of Goods and Services Policies and/or By-law; and
 - c) Where Rosemont and District Fire Board treasury and financial functions are being managed and maintained but the Township of Mulmur, the Rosemont District Fire Board shall adhere to the Township of Mulmur's prevailing Procurement of Goods and Services Policies and/or By-law.

4. Responsibilities

- 4.1 Members and staff are required to adhere to this policy and its governing provisions, including all other existing applicable policies and procedures adopted by the Rosemont and District Fire Board.

DRAFT



1. Policy Statement

- 1.1 The Rosemont and District Fire Board shall dispose of land in a transparent and accountable manner that considers its social, economic, environmental and cultural return to the Township and its residents.

2. Purpose

- 2.1 Section 270 (2) of the Municipal Act, 2001 S.O. 2001, c.25, as amended, requires local boards to adopt and maintain a policy with respect to the sale and other disposition of land.
- 2.2 This policy ensures that any dispositions of land are conducted in a manner that fosters public trust and supports a process that is fair, open and transparent.

3. Scope and Application

- 3.1 This policy applies to all financial and legal transactions involving the sale and other disposition of Rosemont District Fire Board owned land.
- 3.2 The Rosemont and District Fire Department is managed by a joint local board of management between the Township of Adjala-Tosorontio, Town of Mono and Township of Mulmur, therefore:
 - a) Where Rosemont and District Fire Board lands fall within the jurisdiction of the Township of Mulmur, the Rosemont District Fire Board shall adhere to the Township of Mulmur's prevailing Sale and Disposition of Land By-law;
 - b) Where Rosemont and District Fire Board lands fall within the jurisdiction of the Township of Adjala-Tosorontio, the Rosemont District Fire Board shall adhere to the Township of Adjala-Tosorontio's prevailing Sale and Disposition of Land By-law; and
 - c) Where Rosemont and District Fire Board lands fall within the jurisdiction of the Town of Mono, the Rosemont District Fire Board shall adhere to the Town of Mono's prevailing Sale and Disposition of Land By-law.

4. Responsibilities

- 4.1 Members and staff are required to adhere to this policy and its governing provisions, including all other existing applicable policies and procedures adopted by the Rosemont District Fire Board.



The Corporation of

THE TOWNSHIP OF MELANCTHON

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May 23, 2023

To: County of Dufferin
Town of Grand Valley
Town of Mono
Town of Orangeville
Town of Shelburne
Township of Amaranth
Township of East Garafraxa
Township of Mulmur

Dear Sirs/Madams:

Re: Fire Prevention and Protection Services

At the meeting of Council held on May 18, 2023, the following motion was introduced and passed:

Moved by White, Seconded by Moore

Be it resolved that: "Whereas municipalities are required to provide appropriate, sustainable fire prevention and protection services to its residents;

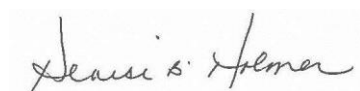
And Whereas municipalities within Dufferin County rely on fire prevention and protection services from multiple fire services with varying service levels;

And Whereas avenues for potential collaboration between fire departments and other emergency first responders have not been studied or identified to the eight local tier municipalities;

Therefore be it resolved that Melancthon Township Council request the County of Dufferin engage subject matter experts and support a study on fire prevention and protection services in Dufferin County, and supply a report that details options and recommendations for the appropriate provision of fire prevention and protection services across Dufferin County. And further that funds for the study be taken from the County of **Dufferin's emergency management preparedness reserve.**

And further that this motion be forwarded to all Dufferin County municipalities, as well as Dufferin County Council for support, and all local tier Fire Department Boards of Management and Advisory Boards for information." Carried.

Yours truly,

A handwritten signature in black ink, appearing to read "Denise B. Holmes". The signature is written in a cursive, flowing style.

Denise B. Holmes, AMCT
CAO/Clerk

- c. Grand Valley and District Fire Board of Management
- Mulmur Melancthon Fire Board of Management
- Orangeville Fire Service Advisory Committee
- Shelburne and District Fire Board of Management
- Rosemont District Fire Board of Management