

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT
BOARD OF MANAGEMENT
July 2, 2024 Minutes**

MEMBERS PRESENT: Sue Graham, Guy Gardhouse, Lorne Dart, Paul Latam, Dave Halls, Fire Chief Justin Foreman, Helena Snider Secretary/Treasurer

REGRETS: Chris Gerrits

1. Call Meeting to order

Vice-Chair Latam called the meeting to order at 5:34pm.

2. Approval of Agenda

#2024-07-01

Moved By: S. Graham

Seconded By: G. Gardhouse

BE IT RESOLVED THAT the July 2, 2024, regular meeting agenda be approved as amended, subsection 8.3 Radios and Radio Upgrades has been added.

Carried

3. Disclosure of Pecuniary Interest

P. Latam declared a pecuniary interest with respect to item 7.1 Accounts Payable.

4. Adoption of Minutes

4.1 June 3, 2024

#2024-07-02

Moved By: D. Halls

Seconded By: S. Graham

BE IT RESOLVED THAT the June 3, 2024, regular meeting minutes of the Grand Valley and District Fire Board be adopted as circulated.

Carried.

5. Deputations/Presentations

None

*L. Dart arrived at 5:37pm

6. Unfinished Business

6.1 Wage Comparison Report/Benefits and

6.2 Fire Board Insurance

The Board discussed with Chief Foreman how many firefighters would be interested in benefits. Chief Foreman advised that majority of the firefighters are self employed and do not have benefits, this would be beneficial and a way to retain firefighters. The wage report is a rough estimate and was based on a first-class firefighter wage. The Board discussed the potential for a 2-hour minimum for all calls, it would cost roughly \$40,000.00 on top of what was budgeted this year. The Board agreed to include the wage comparison and benefits when discussing the budget for 2025.

#2024-07-03

Moved By: S. Graham

Seconded By: G. Gardhouse

BE IT RESOLVED THAT the Board receive the wage comparison report and the benefits details

AND FURTHER THAT the Board receive the fire board insurance email provided

AND FURTHER THAT it be brought back for 2025 budget considerations.
Carried.

6.3 RFQ for Snow Removal

The Board had a discussion regarding the cost for the new season of snow removal. The Board suggested looking at adding the contractor to the Town policy if insurance for the contractor is an issue.

#2024-07-04

Moved By: L. Dart

Seconded By: S. Graham

BE IT RESOLVED THAT the Board receive the RFQ for snow removal and direct staff to post the RFQ for bids.

Carried.

7. Financials

7.1. Accounts Payable

There was discussion regarding the turnout gear, price is to increase. Chief Foreman was requested to look into getting new gear for the firefighters before the price increases.

#2024-07-05

Moved By: L. Dart

Seconded By: D. Halls

BE IT RESOLVED THAT the Bills and Accounts for June 2024 in the amount of \$155, 366.88 be approved and paid from the General Account.

Carried.

7.2. Accounts Receivable

The Board questioned the outstanding invoices from the Township of Amaranth. Should there be interest added to the invoices. The Board directed staff to charge interest on the outstanding invoices effective August 1st, 2024.

7.3. Response Report

Chief Foreman advised the Board that it has been slow this year, 20 calls less than last year. The Board asked about a resident in Amaranth who is burning without a permit, Chief Foreman informed that unless a complaint is filed or a call comes in, there is nothing to be done.

7.4. Budget Variance Report

*s. Graham left at 6:15pm

8. Fire Chief's Report

8.1 Recruitment

Chief Foreman advised the Board that he has received 26 applications, 5 of the applicants were declined because they reside outside the fire area. The Department will be conducting a physical and aptitude test on the weekend, individuals who pass will then proceed to the interview process.

The information night was a success. Some of the candidates already have fire service qualifications/courses and will not need to attend fire college. Chief Foreman is hoping to have the successful applicants hired by mid-August.

8.2 Fire Master Plan

Chief Foreman informed the Board that Emergency Management Services wants to present the Fire Master Plan on September 16th. Discussion regarding how the Board would like to have it presented, does the Board want to invite the Council, CAO and Treasurer from all three Municipalities.

The Board directed staff to iron out the date first and then follow up with correspondence.

8.2 Portable Radios/Radio Upgrades

Chief Foreman informed the Board that the quote provided for the new radio system excludes Mulmur-Melancthon Municipality. The equipment is under warranty for 5 years, after 5 years Chief Foreman will inquire about a service agreement. Monitoring after 5 years without a service agreement would be roughly \$900.00 per month. All repairs are included in the annual support agreement, and the cost for this is to be divided between Grand Valley and Shelburne.

#2024-07-06

Moved By: D. Halls

Seconded By: L. Dart

BE IT RESOLVED THAT the Board directs staff to authorize staff to purchase communication upgrades from Five 9 as presented in the amount of \$111,050.30 HST included

AND FURTHER THAT staff be directed to purchase the annual support agreement in the amount of \$14,780.40 HST included for a 5-year period

AND FURTHER THAT the truck radios be purchased at a price of \$5,994.65 HST included.

Carried.

Chief Foreman informed the Board that the Tanker will probably not be ready until 2026. The meeting with the truck vendor went well, aside from delivery delays. The next truck to be replaced is due in 4 years, Chief Foreman will need to start looking next year due to delays.

There was discussion of a BBQ, like the one last year. The Board would like to host the BBQ again this year, but have it catered if possible. The Board and staff to contact a caterer and further discussion to come.

9. Correspondence

9.1 GIC Update

#2024-07-07

Moved By: D. Halls

Seconded By: L. Dart

BE IT RESOLVED THAT the Board receive the GIC update correspondence.

Carried.

10. New Business

11. Confirming Resolution

#2024-07-08

Moved By: G. Gardhouse

Seconded By: L. Dart

BE IT RESOLVED THAT leave be given to confirm the proceedings of the July 2, 2024, Grand Valley & District Fire Board meeting.

Carried.

12. Adjournment

#2024-07-09

Moved By: D. Halls

Seconded By: G. Gardhouse

BE IT RESOLVED THAT the Board adjourns to meet again on September 4th, 2024 at 5:30pm.

Carried.

ORIGINAL SIGNED BY

Paul Latam, Vice-Chair

ORIGINAL SIGNED BY

Helena Snider, Secretary/Treasurer