

Enniskillen/Oil Springs Joint Fire Commission Meeting Minutes

Date: Monday, March 31, 2014
Time: 7:00 p.m.
Location: Oil Springs Fire Hall
4589 Oil Springs Line, Oil Springs, ON

Committee Members Present: Kathy O’Hara-Wilson, Chair/Enniskillen Council Rep
Ken McIntyre, Fire Chief
Mike Cumming, Deputy Fire Chief
Mary Lynne McCallum, Enniskillen Council Rep
Norm Clark, Oil Springs Council Rep
Kathy Gadsby, Oil Springs Council Rep

Staff Members Present: Jennifer Turk, Secretary

Call to Order

Chair O’Hara-Wilson opened the meeting at 7:00 p.m.

Election of New Chair

McCallum/McIntyre – That the current Chair remain as chair of the Joint Fire Commission until the new term of Council commences December 1, 2014. Carried.

Approval of Committee Minutes

Cumming/Clark: That the previous minutes of November 4, 2013 be approved as submitted. Carried.

Business Arising from Previous Minutes

Fire Department Logo

As requested by the Commission, Councillor Clark presented the Commission with two (2) logos for the Commission to review. This new logo was to include “Enniskillen” as they pay 78% of the Operating Budget for the Fire Department. A discussion took place regarding where the new logo would be used. The following motion was passed:

Gadsby/McCallum – That the new logo presented by Councillor Clark with the 2 maple leafs, hat and ladder be approved and used for the Enniskillen/Oil Springs Joint Fire Department on all future fleet, dress hats, badges, uniforms, and letterhead. Carried.

The Commission asked Councillor Clark to further define the outline of the logo and the Secretary was asked to create letterhead for the fire department to use for all future correspondence.

Building Expansion

Discussion regarding expansion of the current fire hall was tabled until next Commission meeting when information can be obtained from the committee that is gathering quotes.

2015 Parade

The 2015 parade is to take place before the Car Show set for Saturday July 18, 2015. Chief McIntyre and Councillor Powell are on the sub-committee.

Fire Inspection

Discussion took place regarding the fire inspection at 4616 Oil Springs Line. The property is now compliant. No further action required at this time.

New Business

Harassment Policy

As requested by the Commission, changes to the Workplace Discrimination, Harassment and Violence Prevention Policy, sub submitted by the Secretary, were discussed. The following motion was made:

Gadsby/Clark: That the Workplace, Discrimination, Harassment and Violence Prevention Policy as submitted with changes be approved. Carried.

Code of Ethics Policy

Discussions took place regarding the Code of Ethics Policy that was presented by the Secretary as directed by the Commission. The following motion was made:

Clark/McCallum: That the Code of Ethics Policy as submitted by the Secretary, with changes, be approved. Carried.

Fire Hall Rental

Discussion took place regarding the current status of allowing people to rent the fire hall for events. Chief McIntyre explained to the Commission that a motion was passed by the Commission, when the hall was built, to not allow the fire hall to be rented.

2013 Budget

Discussion took place regarding questions that were presented to Village staff, from Davis Martindale LLP, auditors for the Village, regarding the surplus of \$14,920.07 from the 2013 Budget.

T4's

Update provided to the Commission regarding five firefighters that received T4's for their services during 2013.

2013 Report/2014 Budget

Chief McIntyre presented the 2013 Report to the Commission for review. This also included the 2014 Budget.

Chief McIntyre informed the Commission that there are currently 22 firefighters listed for the department. The 2013 report noted 28 fire calls for the year. Ten (10) of those calls were multi-stationed, meaning backup for another local fire department.

Chief McIntyre informed the Commission there is a balance in the account of \$33,180.74. This includes the \$14,920.07 surplus from 2013.

Adjournment

Cumming/Clark: That the joint fire commission meeting be adjourned. Carried.

Adjournment of the joint fire commission meeting took place at 8:15 p.m.

Chair

Clerk