

Enniskillen/Oil Springs Joint Fire Commission Meeting Minutes

Date: Monday, March 7, 2016
Time: 7:00 p.m.
Location: Oil Springs Fire Hall
4589 Oil Springs Line, Oil Springs, ON

Committee Members Present: Al Charlton, Deputy Fire Chief
Mike Cumming, Fire Chief
Mary Lynne McCallum, Enniskillen Council Rep
Kathy O'Hara-Wilson, Chair/Enniskillen Council Rep
Rick Powell, Oil Springs Council Rep
Larry Wagner, Oil Springs Council Rep

Council Members Present: Mayor Ian Veen

Staff Members Present: Jennifer Turk, Secretary

Call to Order

The Secretary opened the meeting at 7:00 p.m.

Election of Chair

At this time, Mayor Veen nominated Councillor Wagner to be Chair for a year for the Joint Fire Commission. Councillor McCallum seconded the nomination.

Councillor Wagner accepted the nomination and the commission carried the nomination.

At this time, Councillor Wagner, chaired the remainder of the Joint Fire Commission Meeting.

Declaration of Pecuniary Interest/Conflict of Interest

No declaration was made by any one member of the committee at this time. The Chair requested that committee members make the appropriate declaration if necessary throughout the business of the meeting.

Approval of Minutes

Motion #1 – O'Hara-Wilson/Powell: That the previous minutes of November 24, 2015 be approved as amended. Carried.

Business Arising from Previous Minutes

Mutual Aid with the Township of Dawn-Euphemia

No further update at this time. No meeting has been set to date with both Fire Chiefs for both departments and Mayors for both municipalities.

Map from CACC

There is no map available from CACC for mutual aid.

Lambton County Fire Radios

Fire Chief Cumming update the commission regarding the fire radios. New radios have been installed in all the trucks at the station. There are also 6 pagers at the station. The base is needed to complete the equipment at the station costing approximately \$3,000 for the 2016 budget. \$89,000 will be needed for the 2017 budget to pay for the equipment. Lambton County is currently looking at possible funding to offset the cost of the radios to the municipalities.

At the Fire Chiefs meeting held in February, Elgin County Fire was present and discussed their radio system which is the same as the new radio system being brought into Lambton County.

Office Expansion

The fire department has been working together to free up some space in the office. A storage space was built within the fire hall for fire prevention materials. This has made an improvement to the space in the office.

Fees for Service

Discussions took place regarding a by-law from 2005 for the implementation of fees for service from the fire department. The Secretary was asked to make the following changes to the by-law and bring it back to Oil Springs Council for approval and passing:

- Under Miscellaneous – remove Cats in trees, flow testing private hydrants, flooding rinks, etc.
- Under Inspections – increase fee to \$150 for Retrofit
- Under Inspections – increase fee to \$150 for Licensed Day Care Facilities
- Under Inspections – increase fee to \$150 for Premises for Approval of Liquor License
- Under Inspections – increase fee to \$75 per hour for Removal of underground fuel tank
- Under Inspections – remove Fireplace/Woodstove
- Under Inspections – remove all other requested Fire Code

***Motion #2 – McCallum/O’Hara-Wilson: That the secretary be directed to make the above noted changes to the said by-law and bring it back to Oil Springs Council for approved and passing.
Carried.***

Budget

The Commission reviewed the 2010 – 2016 budget (expenditures and revenues). The following was noted:

- Insurance was up due to WSIB for 23 firefighters
- Firefighter payout of \$12,000 increased to \$12,500. \$500 will be distributed to the Treasurer for bookkeeping
- At December 31, 2015, the balance in the account was \$24,356.95. As of February 24, 2016, the balance is \$9,102.16. Councillor McCallum noted that Enniskillen Council “rushed” through a motion to issue a \$39,000 cheque to the fire department, however to date, the Fire Chief said no funds had been received.
- ***Motion #3 – Powell/McCallum: That the budget for 2016 in the amount of \$102,264.44 be approved as presented by Fire Chief Cumming. Carried.***
- At this time, a discussion took place regarding using some of the capital reserves to offset the expenses for the new radios.
- The Commission discussed further of other capital projects that included expansion of the fire hall. Currently there is a budget set for \$150,000 for the new addition. At the last meeting it was noted that neither municipality had the funds to support the project. Councillor McCallum explained to the Commission that Township of Enniskillen puts funds into reserves for projects such as this for three (3) fire departments. Mayor Veen discussed The Village doing the same for the fire department. The year 2021 was included on building expansion to possibly take place. Since Oil Springs contributes 22%, Oil Springs Council would have to set aside \$6,600 every year for the next 5 years in hopes to have their portion “saved” for the addition to the building.
- Other expenditures noted were a new desk and new computer for the office. Fire Chief Cumming indicated that these items would be bought on a as needed basis and not targeted in the budget for a certain year to be purchased.
- The Commission further added \$1,000 to utilities due to the increase in hydro and gas.
- The Commission further added \$2,000 to new equipment
- The Commission further added \$1,000 to training due to a new Fire Prevention Officer being trained.
- ***Motion #4 – Powell/McCallum: That the additional \$4,000 be added to the 2016 Fire Budget and that the Secretary be directed to make the changes and email the revised budget to the Clerk-Administrator at Enniskillen Township and copy Councillor McCallum. The new budget total for 2016 is \$106,264.44, approved by the Joint Fire Commission. Carried.***

Summary of Fire Calls

Fire Chief Cumming reviewed the forty-one (41) fire calls for 2015 with the commission as presented by himself. Out of the forty-one (41) fire calls, eighteen (18) took place in Enniskillen Township, fourteen (14) took place in Petrolia, two (2) took place in Dawn-Euphemia, and seven (7) took place in Oil Springs.

Motion #5 – Veen/O’Hara-Wilson: That the 2015 Fire Call Summary Report be noted as received and filed accordingly. Carried.

Fire Chief Cumming requested Councillor McCallum investigate and report on how many vulnerable occupancy inspections were performed in Enniskillen Township by Petrolia Fire Department.

Fire Chief Report

Fire Chief Cumming gave the Commission an update that three (3) fire calls have occurred for the year 2016.

Currently there are 23 firefighters on record at the Enniskillen/Oil Springs Fire Department. Firefighter John Berdan resides in Enniskillen Township, Firefighter Brady McDonald is possibly moving to Dawn-Euphemia Township and will join their fire department. At which time, the Enniskillen/Oil Springs Fire Department will be looking to replace Firefighter Brady McDonald.

Equipment Update

Preece Enterprises has been performing inspections on the fleet/equipment for the past couple of years. This year some sensors needed to be replaced. Parts are on their way.

Carbon Monoxide Detectors

Fire Chief Cumming updated the Commission that he is personally receiving phone calls for carbon monoxide alarms going off in the house. He urges people to call 9-1-1 when an alarm goes off instead of calling him. Fire Chief Cumming isn’t always available to answer his phone and messages are being left.

Fire Hall Building – Update

The roof that leaked last year has not been repaired. The fire department is waiting to hear back from a contractor. If the contractor does not call back soon, another contractor will be notified to come repair the problem, before the problem gets worse.

Training

Deputy Fire Chief Charlton updated the Commission on successful training that had taken place in 2015. A lot of changes have taken place regarding the amount of time any course seems to take. Use to be 8 hours, now anywhere from 20 – 24 hours.

The fire hall still conducts standard training (as mandated by the province) every month where 15 to 18 firefighters attend.

Surface Ice Rescue Training that took place in Petrolia last month was attended by Firefighter Tim Strangway.

RIT (Rapid Intervention Team) training is performed in house.

New Business

A new Treasurer has taken over the bookkeeping for the Fire Department. Greg Drury volunteered to take the books. He will be paid \$500 for the year.

Discussion of giving the books to someone else who is competent took place. At this time, the commission felt to leave the books as is for another year and see how the bookkeeping goes.

The books were not balanced in 2015 and the Secretary spent three (3) to get them balanced prior to the auditors investigating the expenditures and revenue for 2015.

Motion #6 – McCallum/O’Hara-Wilson: That the Treasurer be directed to provide financial reporting on year-to-date expenditures and revenues for the department at every Joint Fire Commission Meeting for 2016. Carried.

Fire Building Agreement

Discussions took place regarding an agreement from 1993 for the construction of the fire hall, why the ratio back then was 26% from Oil Springs and 74% from Enniskillen vs 22% from Oil Springs, and 78% from Enniskillen currently today. No answer was able to be provided for the difference in ratios.

Fire Chief Resignation

It was noted at this time, that Fire Chief Cumming gave noticed of his resignation at the end of 2016 as Fire Chief.

Adjournment

At 8:25 p.m., the Joint Fire Commission meeting was adjourned.

Motion #7 - Veen/Powell: That the Joint Fire Commission meeting be adjourned. Carried.

No date was set for the next Joint Fire Commission meeting.

Chair

Clerk