



DRUMMOND/NORTH ELSLEY TAY VALLEY FIRE RESCUE

AGENDA

Monday, August 9, 2021 – 6:00 p.m.
BBD&E Station – Training Room
14 Sherbrooke St., Perth, Ontario

6:00 p.m. *Fire Board Meeting*

Chair: Councilor John Matheson

1. **CALL TO ORDER**
2. **AMENDMENTS/APPROVAL OF AGENDA**
3. **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
4. **APPROVAL OF MINUTES**

- i) **Minutes – June 17, 2021 – *attached, page 4.***

Suggested Recommendation:

***“THAT**, the minutes of the Drummond/North Elmsley Tay Valley Fire Rescue Board Meeting held on June 17, 2021 be approved as circulated.”*

5. **DELEGATIONS & PRESENTATIONS**

None.

6. **BUSINESS**

- i) **New Deputy Fire Chief Position.**

- a) **Draft Job Description**
- b) **Draft Pay Grid**
- c) **Next Steps**

- ii) **Fire Chief Update.**
Greg Saunders, Fire Chief.

7. **NEW/OTHER BUSINESS**

None.

8. IN-CAMERA

None.

9. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Proposed Meeting Date: TBD

10. DEFERRED ITEMS

**The following items will be discussed at the next and/or future meeting:*

- *None.*

11. ADJOURNMENT

MINUTES

DRUMMOND NORTH ELMSLEY TAY VALLEY FIRE BOARD MINUTES

Thursday, June 17, 2021

6:00 p.m.

**BBD&E Station – 14 Sherbrooke Street East, Perth, Ontario
Training Room**

ATTENDANCE:

Members Present: Chair, Councillor John Matheson
Vice-Chair, Councillor Mick Wicklum
Councillor Fred Dobbie
Councillor Ray Scissons

Staff Present: Greg Saunders, Fire Chief
Megan Moore, Recording Secretary

Members & Staff Absent: Councillor RoxAnne Darling
Councillor George Sachs
Paul Cameron, Station Chief, BBD&E
Jeff Kirkham, Station Chief, South Sherbrooke

1. CALL TO ORDER.

The meeting was called to order at 6:00 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA.

The agenda was approved as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST & GENERAL NATURE THEREOF.

None at this time.

4. APPROVAL OF MINUTES.

- i) **Minutes – May 13, 2021.**

RESOLUTION # FB2021-17

MOVED BY: Ray Scissons
SECONDED BY: Fred Dobbie

“THAT, the minutes of the Drummond/North Elmsley Tay Valley Fire Board meeting held on May 13, 2021 be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS.

None.

6. BUSINESS.

- i) **Financial Status.**

The Board reviewed the Financial Status as at June 16, 2021 – *attached page 5.*

RESOLUTION # FB2021-18

MOVED BY: Fred Dobbie
SECONDED BY: Mick Wicklum

“THAT, the financial status as at June 16, 2021 be approved.”

ADOPTED

- ii) **Billing Status.**

The Fire Chief reviewed the current billing status with the Fire Board.

- iii) **Firefighter Hours & Pay.**

The Fire Chief reviewed the total number of hours and provided a pay update for the 2021 call year for both fire stations.

- iv) **Emergency Response Calls Update**

The Fire Chief reviewed the total number of calls from November 1, 2020 to June 16, 2021 – *attached, page 7.*

- v) **Master Fire Plan.**

RESOLUTION # FB2021-19

MOVED BY: Mick Wicklum

SECONDED BY: Ray Scissons

“THAT, the Fire Board approves the sub-committee’s recommendation pursuant to Section 2.6 in the Establishing and Regulating by-law, to move forward with creating a Deputy Fire Chief position including a job description, confirmed salary range, and selection process. The final details of the position will be brought back to the Fire Board for more discussion and approval.”

ADOPTED

7. OLD BUSINESS.

- i) **Fire Chief Update** – *deferred to the next meeting.*

8. NEW/OTHER BUSINESS.

None.

9. IN-CAMERA.

None.

10. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS.

Next Meeting: TBD.

11. DEFERRED ITEMS.

**The following items will be discussed at the next and/or future meeting:*

- *None.*

12. ADJOURNMENT.

The Board adjourned at 7:30 p.m.