

PETROLIA NORTH ENNISKILLEN FIRE DEPARTMENT

FIRST MEETING

MINUTES

FEBRUARY 6 2020

A meeting of the management committee of the Petrolia North Enniskillen Fire Department was held on Thursday February 6th at 7:00 pm at the Petrolia Fire Hall.

Present:

Town of Petrolia: Joel Field, Ross O'Hara

Township of Enniskillen: Wally Van Dun, Judy Krall

Fire Department: Chief Jay Arns, Deputy Chief Brian Clark, Ken Henry

Rick Charlebois

Election of Committee Chair for 2020

The Secretary noted that it was the practice of the committee to select a Committee Chair at the first meeting of each year.

Moved by Joel Field

Seconded by Chief Arns

That Judy Krall be nominated as Chair of the Fire Management Committee.

There were no additional nominations for the position.

Judy Krall accepted the nomination.

A. Minutes

Moved by Joel Field

Seconded by Wally Van Dun

That the minutes of the meeting of November 21st 2019 be adopted as circulated.
Carried.

B. Fire Management Chair 2019 Report

Judy Krall reviewed her report concerning interactions with the department during the 2019 year.

Moved by Ross O'Hara

Seconded by Joel Field

That the Chair's report for 2019 be accepted.

Carried.

C. Financial

1. 2019 Budget to Actual report

Chief Arns and Rick Charlebois reviewed the 2019 financial report for the department.

Chief Arns noted that inspection fees were collected in 2019 increasing the department revenues.

Chief Arns reported that there were three students hired in 2019.

It was noted that legal expenses and equipment maintenance were above budget estimates in 2019.

It was reported that there were additional radio expenses that carried over into 2019 associated with the updating of the radio system in 2018.

It was indicated that these expenses would not be recurring in 2020.

Chief Arns reported that at present 8 SCBA had been purchased for the department with an additional 8 to be purchased in the future. He reported that the update on the department's fire reporting software would not proceed due to a revaluation of the usability of the previously recommended software.

Moved by Joel Field

Seconded by Wally Van Dun

That the 2019 fire department financial report be accepted.

Carried.

D. 2019 Annual Fire Department Report

Chief Arns circulated additional information at the meeting for the committee to review. Chief Arns discussed the number of calls in 2019 by municipality and by type. A discussion took place in regards to the number of medical calls responded to by the department.

Chief Arns reported on the response time of the department. He discussed the reduction of the time required for the Communications Center to dispatch fire services with the new dispatch system. He noted that the department would try to find ways to improve response times.

Chief Arns reported on the hours of training of the firefighters.

Chief Arns noted that there were not any consistent false alarm sites in the fire area.

Moved by Ross O'Hara

Seconded by Joel Field

That the 2019 annual report for the fire department be accepted.

Carried.

E. Report on Training Center usage

Chief Arns reported that the department was using the building for training.

He reported that two NFPA training courses were currently booked for the site.

He reported that the formal opening of the building would take place on May 4 2020.

F. New Apparatus Update and status of old aerial vehicle

Chief Arns reported that the old aerial truck would be placed for sale on a web site once declared surplus.

The new truck was being used regularly for calls to ensure adequate training of fire fighters on the operation of the vehicle.

G. Other Business

A discussion took place in regards to concerns raised by the municipal insurance broker in regards to the normal fund raising activities undertaken by the association within the fire hall.

Chief Arns was requested to discuss the matter with the association to ensure that any liability issues associated with the department would be addressed.

Chief Arns reported that 5 candidates had applied to fill the vacant captain's position. He reported that Rick Cousins had been promoted to fill the captain's position.

Chief Arns reported that advertising would take place to fill vacant positions on the SORT group as well as volunteer firefighters.

Chief Arns reported that a preventative maintenance program was being established at the fire hall to address vehicles and equipment.

H. Adjournment

Moved by Joel Field
Seconded by Wally Van Dun
That the meeting be adjourned.
Carried.

Chair

Secretary