

## PETROLIA NORTH ENNISKILLEN FIRE DEPARTMENT

SECOND MEETING

MINUTES

JULY 9<sup>th</sup> 2019

A meeting of the management committee of the Petrolia North Enniskillen Fire Department was held on Tuesday July 9<sup>th</sup> 2019 at 7:00 pm at the Petrolia Fire Hall.

Present:

Town of Petrolia- Ross O'Hara and Joel Field

Township of Enniskillen- Wally Van Dun and Judy Krall

Fire Department- Chief Jay Arns, Ken Henry and Darren Allen

Rick Charlebois

A. An in camera meeting will be held under the provisions of Section 239 (2) (b) of the Municipal Act to receive advice regarding a personal matter about an identifiable individual.

B. Minutes

Moved by Wally Van Dun

Seconded by Joel Field

That the minutes of the meeting of March 6<sup>th</sup> 2019 be adopted as circulated.

Carried.

C. Financial

D.

1. 2019 Budget to date

Chief Arns questioned whether members of the committee had any questions in regards to the budget to actual statement.

Chief Arns reported that tenders had been received for supplying Self Contained Breathing Apparatus (SCBA). He noted that the department remained with the Scott brand of SCBA to permit integration with the remaining existing equipment.

He reported that the new washer and dryer had been installed and had started to save the department money.

2. 2020 Draft Fire Operating and Capital Budget

3. Allocation of Ontario Grant Funds to New Equipment

Chief Arns reviewed the draft 2020 operating budget for the department. He reported that he did not anticipate large increases in operating expenditures.

Rick Charlebois reported that the Town of Petrolia had approved additional capital expenditures using funds allocated by the Ministry of Municipal Affairs and Housing for efficiencies.

The expenditures included modifications to the washrooms to make them accessible, heavy hydraulics and an elevator tripod. The estimated costs would be an additional \$81,000 in 2019.

It was noted that the proposed expenditures would be reviewed by the Council of the Township of Enniskillen.

A discussion took place in regards to the 2020 operating budget, minor capital budget and the major capital budget which included the new aerial truck.

#### E. New ladder truck purchasing strategy

Captain Darren Allen reported that he had been working on the specifications and design of the new aerial truck for the last two years with a committee made up of senior members of the fire department.

Captain Allen reported that the committee had recommended the need for a ladder truck with a 100 foot reach. This would provide more flexibility for the department in attacking a fire and undertaking rescues with the truck.

He reported that the review committee had three different truck suppliers visit the fire hall to permit the use of their demo vehicle. He noted that the committee was recommending the purchase of a bucket truck rather than a ladder truck. Captain Allen reported that a bucket truck would be safer for the fire fighters and provide greater flexibility in usage.

Captain Allen reported that the committee was recommending the purchase of a demo truck from Pierce. The 110 foot bucket truck was being sold with the equipment recommended by the department for \$1,265,000.00. The current aerial truck would be taken in on trade by the company.

Captain Allen reported that the demo truck was available to be sold to others. If this took place the committee would need to continue to look for another unit.

A discussion took place in regards to the Town of Petrolia purchasing policy. Rick Charlebois noted that the purchase would comply with the Town's policy.

Moved by Joel Field

Seconded by Wally Van Dun

That the management committee of the Petrolia North Enniskillen Fire Department recommends to the Councils of the Town of Petrolia and the Township of Enniskillen the purchase of the Pierce demonstrator ladder truck.  
Carried.

#### F. Training Center High Level Business Plan

Chief Arns discussed his position regarding the operations of the training center. He reported that he proposed to use the site to provide training to firefighters in local departments.

Chief Arns was requested to supply additional information regarding the future operations of the training Center for review by the committee.

#### G. Discussion of Inviting Ontario Fire Marshall Office for visit

Chief Arns reported that the Ontario Fire Marshall's office on request would supply an assessment team to review the operations of the department and provide recommendations for improvement.

Chief Arns reported that he did not believe that the review would be necessary.

Judy Krall reminded the committee of the need to review the operating bylaws for the department.

Chief Arns reported that they had access to a newer template that will be helpful in reviewing the bylaw for the fire department.

#### H. Other Business:

##### 1. Community Safety Plan

It was reported that the local detachment of the OPP would be working on the coordination of a community safety plan for local municipalities in the County of Lambton.

##### 2. Community Risk Assessment O.Reg.378/18

Rick Charlebois and Chief Arns discussed a request made by a company that had requested that their donation for the construction of the training center be returned. Rick Charlebois was instructed to deal with the matter.

Chief Arns reported that the Community Risk Assessment was currently being prepared by each municipality within the department.

Chief Arns reported on the purchase of new software that was acquired to record and manage the department's assets.

Chief Arns reported that the three summer students had completed up to 200 home inspections to date. One student had been working on updating the department computer system.

Chief Arns reported that the junior fire fighter program would involve children between the ages of 9-15. The program would have two- one week sessions starting on July 15 2019.

I. Adjournment

---

Chair

---

Secretary