



DRUMMOND/NORTH ELSLEY TAY VALLEY FIRE RESCUE

AGENDA

Thursday, February 8th, 2024 – 6:00 p.m.
BBDE Station – Training Room
14 Sherbrooke Street East, Perth, Ontario

Chair: Councillor Paul Coutts

1. **CALL TO ORDER**
2. **APPOINTMENT OF CHAIR FOR 2024 TERM**

Suggested Recommendation:

“THAT, _____ be appointed Chair of the Fire Board for a one-year term, effective February 8, 2024.”

3. **APPOINTMENT OF VICE-CHAIR FOR 2024 TERM**

Suggested Recommendation:

“THAT, _____ be appointed Vice-Chair of the Fire Board for a one-year term, effective February 8, 2024.”

4. **AMENDMENTS/APPROVAL OF AGENDA**
5. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT AND GENERAL NATURE THEREOF**
6. **APPROVAL OF MINUTES**

- i) **Minutes – December 14, 2023 – *attached, pages 5-8.***

Suggested Recommendation:

“THAT, the minutes of the Drummond/North Elmsley Tay Valley Fire Rescue Board Meeting held on December 14th, 2023 be approved as circulated.”

7. **DELEGATIONS & PRESENTATIONS**

- i) None.

8. BUSINESS

- i) **Health & Safety Policy Renewal for 2024 – attached page 10.**

Suggested Recommendation:

“THAT, the 2024 Health and Safety Policy be adopted.”

- ii) **Probationary Volunteer Firefighters to Volunteer Firefighters.**

Suggested Recommendation:

“THAT, the following individuals be hired as volunteer firefighters for South Sherbrooke Station:

Jason Fuller

Tavis Hance

Ashley Jordan

Quinton Ladd

Matthew Monkhouse.”

- iii) **Approval of Captains.**

Suggested Recommendation:

“THAT, the following individuals be promoted to Captains:

Todd Buchanan

Greg Dowdall

Chris Findlay.”

- iv) **Approval of Acting Captains.**

Suggested Recommendation:

“THAT, the following individuals be promoted to Acting Captains:

Joe Ennis

Donald McInnes.”

- v) **Resolution from Tay Valley Township & D/NE Township Requesting to Expand the Life Span of Fire Apparatus – attached pages 11-13.**

Suggested Recommendation:

“THAT, the Fire Board recommends that both Tay Valley and Drummond North Elmsley Township Councils forward a resolution requesting to expand the life span of fire apparatus.”

- vi) **Deputy Fire Chief Update.**
Darren Gibson, Deputy Fire Chief.

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

9. NEW/OTHER BUSINESS

None.

10. IN-CAMERA

None.

11. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Proposed Meeting Date: TBD.

12. DEFERRED ITEMS

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

- i) *None.*

13. ADJOURNMENT

MINUTES

DRUMMOND NORTH ELMSLEY TAY VALLEY FIRE BOARD MINUTES

Thursday, December 14th, 2023

2:00 p.m.

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

ATTENDANCE:

Members Present: Chair, Councillor Paul Coutts
Vice-Chair, Councillor Wayne Baker
Councillor John Matheson
Councillor Ray Scissons
Councillor Greg Hallam

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

Members & Staff Absent: Councillor Marilyn Thomas

1. CALL TO ORDER

The meeting was called to order at 2:00 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

viii) Minutes – October 5th, 2023.

RESOLUTION # FB2023-25

MOVED BY: Ray Scissons
SECONDED BY: Wayne Baker

“**THAT**, the minutes of the Drummond/North Elmsley Tay Valley Fire Board meeting held on October 5th, 2023 be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

None.

6. BUSINESS

- i) Firefighter Honorarium Update – *attached, page 6.*
- ii) Billing Status Update – *attached, page 7.*
- iii) 2023 Emergency Call Final Numbers – *attached, page 8.*
- iv) Financial Status Update – *attached, pages 9-12.*
- v) Officer Review Update.

The Fire Chief provided the Fire Board with an update on how the officer review is going and what the next steps will be.

vi) Volunteer Firefighter Christmas Gift Cards.

RESOLUTION # FB2023-26

MOVED BY: Ray Scissons
SECONDED BY: Greg Hallam

“**THAT**, the Board approve the purchase of \$40.00 Christmas gifts cards for the DNETVFR firefighters.”

ADOPTED

vii) Deputy Fire Chief Update.

TRAINING

- Since the last meeting in October, training has been focused on Ice Water Rescue and Cold Weather Exposure Medical Treatment.

- Upcoming in new year will be training nights on Lithium Ion Batteries and Hydro Awareness.
- Combined station training module in March will be on Forcible Entry and will be using the training center in Sherbrooke for door props.
- Some totals for the year were approximately 1350 manhours of in house training for the BBDE station and 850 manhours for Sherbrooke. Also combined over 1000 hours of offsite training for both stations in 2023.

PREVENTION

- All vulnerable occupancies in both TVT and DNE have completed their annual Fire Drills and Inspections. There is ongoing work needed in some with the increase of staff turnaround.
- Been posted the 12 Days of Xmas Fire Safety tips on Facebook page.
- Lanark county radio ads on Lake 88 currently being aired.

MISC

- Spending a lot of time on HR issues and the officer level restructuring and hiring process.
- did attend the OAFCA AGM in Niagara Falls in November. A lot of focus this year on cancer preventing measures for firefighters as well as ongoing mental health therapy.

viii) **Fire Chief Update.**

- Both chassis have arrived at Fort Garry Fire Trucks.
- Early in the new year will need to start looking at ordering a new tanker that is scheduled for replacement in 2026-2027.

7. **NEW/OTHER BUSINESS**

None.

8. **IN-CAMERA**

None.

9. **NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: January 24, 2024 at 6:00 p.m. at BBD&E Station (14 Sherbrooke Street East, Perth, ON).

10. DEFFERED ITEMS

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

None.

11. ADJOURNMENT

The Board adjourned at 2:35 p.m.

BUSINESS



DRUMMOND/NORTH ELMSLEY TAY VALLEY FIRE RESCUE

HEALTH & SAFETY POLICY

February 8, 2024

Drummond/North Elmsley Tay Valley (DNETV) Fire Rescue is committed to protecting the health and safety of all workplace parties and to the continuing objective of reducing injury and providing a healthy and safe workplace that is free from harassment and actual, attempted or threatened acts of violence. We will take all reasonable precautions to prevent workplace harassment and violence and to protect employees. Commitment to the continual improvement of health and safety is an integral part of this organization and is everyone's responsibility.

This Policy Statement applies to all employees, volunteers, visitors, contractors, vendors and delivery persons. Every person must act in compliance with this policy statement.

All members of the Fire Board and the Fire Chief (or designate) are responsible and accountable for the development and implementation of participative programs which are tailored to meet specific health and safety needs of their area of responsibility. Further, all management activities will comply with established safety requirements as they relate to the planning, purchasing, operation and maintenance of facilities, apparatus and equipment.

To perform job duties effectively, officers and firefighters at all levels are accountable for their personal health and safety and the safety of others by complying with the *Occupational Health & Safety Act*, its regulations, Section 21 Guidance Notes and standard operating guidelines as established and required by DNETV Fire Rescue. They must also be committed to:

- incorporating health and safety considerations into daily job duties and firefighting decisions;
- meeting or exceeding applicable health and safety laws, regulations, and fire department related policies, plans, and standards;
- developing and/or participating in training and education programs to reduce health and safety risks, both on and off the job;
- communicating with management and co-workers working conditions at emergency calls that may be unsafe or immediately dangerous to life safety, and stopping any operation deemed to be operating in an unsafe condition or manner;
- sharing the results and conclusions of health and safety studies, as well as contributing to the actions taken;
- participating in incident investigations and follow-up activities.

Examples of harassment in the workplace include sexual harassment, teasing, intimidating or offensive jokes or innuendos, display or circulation of offensive pictures or materials, unwelcome, offensive or intimidating phone calls, emails, texts and / or social media posts, or bullying.

Workplace Violence includes but is not limited to the following:

1. The use of physical force against or by a worker that causes or could cause physical injury;
2. The attempted use of physical force against or by a worker that could have caused physical injury;
3. An action or statement (or series of actions or statements) reasonably believed to be a threat of physical harm or as a threat to safety or security in the workplace; and
4. Bringing or threatening to bring a weapon of any kind to our workplace or possessing a weapon of any kind while carrying out Fire Department business.

ZERO TOLERANCE - We will not tolerate incidents of workplace harassment or violence perpetrated against or by any employee, customer, vendor, contractor, visitor or any other person at a workplace.

We will support all employees in meeting their responsibilities by integrating health and safety into its everyday business practice in support of DNETV Fire Rescue's internal responsibility system. Collectively, the effort will be made to provide the resources necessary to create a healthy and safe work environment that meets or exceeds all applicable health and safety standards and legislation.

Greg Saunders, Fire Chief

Chair, Fire Board

Fire Chief/Fire Board/ Health and Safety Policy

FW: PEC Resolution - Expand the life span of fire apparatus

TVT CAO
To: Greg Saunders
Cc: Gibson, Darren; DNETV Admin; Cathy Ryder

Reply Reply All Forward Tue 23/01/2024 9:05 AM

2024-16.pdf
141 KB

Hi Greg,

You may want your Fire Board to discuss this and recommend that each Council pass a resolution.

Let me know.

Thanks,

Amanda Mabo, Dip.L.M.M., CMO
Chief Administrative Officer/Clerk
Toy Valley Township
217 Harper Road, Perth, ON K7H 3C6
T: 613-267-5353 ext. 123 or 1-800-610-0161
F: 613-264-8010
E: amabo@toyvalleytown.ca
www.toyvalleytown.ca

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FW: PEC Resolution - Expand the life span of fire apparatus

TVT CAO
To: Greg Saunders
Cc: Gibson, Darren; DNETV Admin; Cathy Ryder

Reply Reply All Forward Tue 23/01/2024 9:26 AM

2024-16.pdf
141 KB

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The Right Honourable Premier Ford, et al:

Please see the attached resolution from the Corporation of the County of Prince Edward regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements. This resolution was approved at the January 16, 2024 Meeting of Council. We kindly ask for a response within 30 days of receipt.

If you have any questions, or would like to set up a meeting on this important matter, please contact the undersigned.

Warmly,

Catalina Blumenberg (she/her)
Clerk
The Corporation of the County of Prince Edward
T: 613 476 2143 ext. 1021 | C: 613 503 2384
cblumenber@coope@pc.ca

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From the Office of the Clerk
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clerks@pecounty.on.ca | www.thecounty.ca

January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

RESOLUTION NO. 2024-46

DATE: January 16, 2024

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Branderhorst

WHEREAS By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

AND WHEREAS apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

AND WHEREAS fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

AND WHEREAS no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;



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THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

THAT the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Yours truly,

Catalina Blumenberg, CLERK

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown

