

**SUNDRIDGE – STRONG FIRE DEPARTMENT MANAGEMENT BOARD**

A regular meeting of  
The Sundridge-Strong Fire Department Management Board  
was held on **Thursday May 24, 2018 at 5:00 p.m.**  
at the Sundridge Council Chambers.

**PRESENT:**               **Sundridge**   Lyle Hall and Don Richardson  
                                 **Strong**       Jason Cottrell and Christine Ellis (alternate for Jeff McLaren)

**FIRE ASSOCIATION**               Jeff Johnstone  
**MEMBERS:**                       Rebel Kennedy (arrived at 5:12pm)

**STAFF PRESENT:**               Grant Love, Fire Chief/CEMC  
  Nancy Austin, Joint Committee Recording Secretary

C1     The meeting was called to order at 5:00 p.m. by chairperson Jason Cottrell.

C2     APPROVAL OF AGENDA

**Resolution #2018-027F**

MOVED BY:           Lyle Hall  
SECONDED BY:       Don Richardson

That the agenda for the May 24, 2018 regular meeting be approved as circulated.  
**Carried.**

C3     DECLARATION OF PECUNIARY INTEREST

*None*

C4     VERIFICATION OF PREVIOUS MINUTES

a) Regular Meeting – April 3, 2018

**Resolution #2018-028F**

MOVED BY:           Don Richardson  
SECONDED BY:       Lyle Hall

The minutes of the Regular Meeting held on April 3, 2018, be adopted as circulated.  
**Carried.**

C5 Business arising from Minutes

*None*

C6 CORRESPONDENCE

a) Letter from Ministry of Community Safety and Correctional Services dated May 8, 2018

**Resolution #2018-029F**

MOVED BY: Christine Ellis

SECONDED BY: Lyle Hall

That the correspondence from the Ministry of Community Safety and Correctional Services dated May 8, 2018, regarding the framework for the delivery of municipal fire services, be received.

**Carried.**

b) Fire Protections and Prevention Act Regulations Narrative

**Resolution #2018-030F**

MOVED BY: Christine Ellis

SECONDED BY: Don Richardson

That the correspondence agenda item identified as item C6b) Fire Protections and Prevention Act Regulations Narrative, be received.

**Carried.**

c) Questions & Answers Fire Safety Regulations (MCSCS)

**Resolution #2018-031F**

MOVED BY: Lyle Hall

SECONDED BY: Don Richardson

That the correspondence agenda item identified as item C6c) Questions & Answers fire Safety Regulations (MCSCS), be received.

**Carried.**

d) Clause-by-Clause Explanation Mandatory Certification Regulation under the Fire Protection and Prevention Act, 1997

**Resolution #2018-032F**

MOVED BY: Christine Ellis

SECONDED BY: Don Richardson

That the correspondence agenda item identified as item C6d) Clause-by-Clause Explanation Mandatory Certification Regulation under the Fire Protection and Prevention Act, 1997, be received.

**Carried.**

C7 NEW BUSINESS/FOLLOW UP BUSINESS

a) Fire Chief's Report – May 24, 2018

**Resolution #2018-033F**

MOVED BY: Christine Ellis  
SECONDED BY: Don Richardson

That the Sundridge-Strong Fire Department Management Board accept the Fire Chief's report as presented.

**Carried.**

b) Report S2018-003 – Firefighter Wages

There was discussion on "employee" vs "volunteer" along with a discussion on recruitment of volunteers. The Fire Chief clarified section e) of report S2018-003; that should have read *the Deputy Chief shall be paid at 118% of the Intern rate.*

**Resolution #2018-034F**

MOVED BY: Christine Ellis  
SECONDED BY: Don Richardson

That the Chief be instructed to provide copies of South River/Machar, Magnetawan, Burk's Falls Fire Department wages in regards to staff report 2018-003, and be brought back to the next Fire Board meeting for review and discussion.

**Carried.**

c) Report S2018-001 Revised 2018 budget  
*[originally presented on April 3, 2018]*

The Fire Chief provided report, S2018-001 for further discussion regarding the 2018 Budget. There was discussion on line items, contracted services, training, and salaries/wages and the draft budget option 1 dated April 5, 2018 was reduced by a further \$15,000.

**Resolution #2018-035F**

MOVED BY: Christine Ellis  
SECONDED BY: Lyle Hall

That the Fire Board recommends to Councils Option 1 (One) with the Fire Chief taking \$15,000 out of the total amount and deferring the salary recommendation until we have further information.

**Carried.**

C8 Closed Session

*None*

There was discussion on the requirements for a DZ license and if any of the volunteer firefighters had not yet obtained this license. The Fire Chief advised that there is a six (6) month probation period for new recruits and that everyone who has passed the probation period, has obtained a DZ license. As of July 1<sup>st</sup>, 2018 there is a requirement that in order to renew a DZ license, the individual will need to take a course, write a test and have a medical examination. Christine Ellis made a motion to have DZ Licensing appear on a future agenda for further discussion.

C9 ADJOURNMENT

**Resolution #2018-036F**

MOVED BY: Christine Ellis  
SECONDED: Don Richardson

That we do now adjourn at 6:52 p.m. until the next regular meeting or at the call of the Chair.  
**Carried.**

.....  
Jason Cottrell  
Chair

.....  
Nancy Austin  
Joint Committee Recording Secretary