

# Fire Committee

Agenda  
November 20, 2024

1. Call to Order
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Approval of minutes of last Regular Meeting
5. Business from previous meetings
6. Correspondence
7. New Business
  
8. Fire Chief's Report
  - September 2024
  - October 2024
9. Financial Information
10. 2024 Fire Cost Update
11. Budgetary Control Report
12. Open Discussion
13. Next Meeting
  
14. Adjourn

TOWNSHIP OF ADMASTON/BROMLEY  
DOUGLAS FIRE COMMITTEE  
MINUTES

Wednesday September 18, 2024  
At 7:00 p.m.

Present were Committee Members Daryl Thom, Nathan Harris and Ken Keill, Fire Chief Bill McHale and Deputy Fire Chief Patrick Donohue. Ken Keill chaired the meeting. Councillor Kevin LeGris was later arriving due to a previous commitment.

1. Chairman Ken Keill call the meeting to order at 7:00 p.m.

2. Declaration of Pecuniary Interest –None

3. APPROVAL OF AGENDA

Moved by Daryl Thom and seconded by Nathan Harris

Be it resolved that the agenda for the September 18, 2024 meeting be approved.

Carried

4. APPROVAL OF MINUTES

Moved by Daryl Thom and seconded by Nathan Harris

Be it resolved that the minutes of the June 19 meeting be approved as read with corrections

Carried

5. BUSINESS FROM PREVIOUS MEETINGS

Moving and Purchase of Tower update. The Chief and Deputy Chief reviewed the quote from Frontline Communications and felt it was a fair quote. However, Chief Bill received a second quote just this morning from a second bidder at a much lower quote. No decision will be made until a detailed quote is received and can be compared.

Certification of Firemen. Chief Bill has reached out to Bonnechere Valley Fire Chief Daryl Wagner to try and reduce costs for the training. Bonnechere Valley is bringing in an outside source, Firehouse Training and this would be completed in two weekends in January and February. The chief would then get the testing done for the written portion and enlisting proctors to come and do the physical testing. The OFM require a minimum group of 11 students at one time for testing. The 2025 budget will have to be increased significantly to meet this cost. The fire committee requested a budget of \$30,000 and at budget time this was reduced to \$11,000. Approximate cost to do this on our own training is \$45,000 and by joining Bonnechere Valley the approximate cost would be \$35,000. On line training will begin this fall. Training needs to be completed by July 1, 2026.,

HELMET AND BUNKER GEAR PURCHASES—Helmets have arrived and are in service. All helmets are dated this year. Helmets have a ten-year life cycle and then will need to be replaced. Chief Bill was unable to use LAS procurement program for the helmet pricing. The fire committee though it would be a good idea

to have a reserve set up to off set the replacement cost. One of the new helmets was passed around. The turnout gear was purchased from AJ Stone. Five sets of gear were purchased to replace the dated gear and order gear for the new hires. A sample jacket was circulated for the committee members to look at. The LAS procurement process was used for pricing.

6. CORRESPONDENCE—None

7. NEW BUSINESS

COMMUNITY RISK ASSESSMENT—The CAO/Clerk and Fire Chief completed the community risk assessment. Many hours of work went into this task. This report is to be reviewed every five years. The report has been adopted by Admaston/Bromley council. The mayor felt this report should be reviewed every four years

PROJECT UPDATES—The municipal fire protection plan has been completed and submitted. Chief Selle who is the County Coordinator has asked everyone for their completed document to be placed on file

OMERS, the retirement savings plan for municipal employees was offered to the firefighters. The Treasurer/Deputy CAO Clerk came to the firehall and did a presentation on how the program works. Firemen have a choice individually to join.

DRY HYDRANT—All the parts needed to complete the new dry hydrant are at the hall. Working with the Public Works Dept, it is expected that the hydrant will be installed in September.

FIRE HALL ROOF—With the heavy rains this summer there have been several leaks in the roof. VanWozik Construction has done emergency temporary repairs.

DISPATCH—The Renfrew County Fire Chief's Association had a meeting on September 5<sup>th</sup> with the Ministry of Health, Mike Noland and the management from the CACC to discuss the dispatch contract with the County and the Fire Departments. A full report should be coming in October.

PUMP TESTING—testing has been done on trucks 1 and 4. Truck 4 failed the vacuum test and truck 1 has a leak and faulty foam gauge. Work to rectify the issues is scheduled with Battlesheld coming to the hall to do the repairs in house.

TOOL PURCHASE—a Milwaukee 18V zip cut grinder combination has been added to truck 1. New hose bags to replace aging ones for storage and handling of forestry hose was purchased from Algonquin Forestry Service. Two pony hoses and some mesh screens for protection of the back packs was also purchased.

BONNECHERE VALLEY—On August 23<sup>rd</sup> Bonnechere Valley Chief Daryl Wagner reached out to Chief Bill directly requesting Douglas Fire be first response into much of the eastern and southern regions of their township while their crews delt with a devastating scene. Douglas Fire was relieved of their duties at noon on Monday the 26<sup>th</sup>.

CANCER PRESENTION—Ontario Fire Marshall's office announced the arrival of the Fire Protection Grant 2024-2025 Transfer Payment Ontario, for cancer prevention among firefighters. CAO Charkavi and Chief Bill have put time into deciding what scope of the grant money would best suit this departments needs. The grant application is completed and should it be successful this will begin the process of obtaining second sets of turnout gear for the department. Larger items like a washing machine, a dryer, air purifier are all too large for the current fire hall to accommodate

CALL ALERT/CALL DISPATCH—Douglas Fire Department is the only fire department using call alert only. The CACC also offers a dispatch service which Chief Bill feels it is time for the Douglas Fire Department to move towards taking advantage of this service. The CACC can send a transcript to the Chief at the end of the call benchmarking important times during an emergency. The difference in the cost is \$6.98 per call.

Moved by Nathan Harris and Seconded by Daryl Thom

Be it resolved that the fire committee recommends to Admaston/Bromley Council to move to the call alert and dispatch system with the Central Ambulance Communication Centre (CACC) effective January 1, 2025.

And Be It Resolved That the fire committee directs staff to incorporate this funding model into the 2025 budget once approved by council.

Carried

8. FIRE CHIEF'S REPORT—Chief bill reviewed the past three months activities.

Moved by Daryl Thom and seconded by Nathan Harris

Be it resolved that the fire chief's reports dated June 2024, July 2024 and August 2024 be accepted as presented.

Carried

9. FINANCIAL INFORMATION—A copy of the July 2024 trial balance was received and reviewed. The committee would like to see a different format of the figures corresponding to the budget passed and showing the unspent monies. No income figures are not showing.
10. 2024 FIRE COST UPDATE—A copy of the update fire costs to the end of August was reviewed.
11. BUDGETARY CONTROL REPORT—A copy of the July 2024 trial balance was received and reviewed.
12. OPEN DISCUSSION—Enbridge Gas reached out to Fire Chief Bill to complete a report. They currently have no service in our area. Enbridge Gas is gifting the Douglas Fire Department with 84 smoke/carbon detectors. This has an approximate value of \$7000.00 value.
13. NEXT MEETING—October 9, 2024 at 7:00 p.m. in the council chambers.
14. ADJOURN

Moved by Nathan Harris and seconded by Daryl Thom

Be it resolved that the meeting of September 18, 2024 be adjourned at 8:17 p.m.

Carried

Douglas Fire Committee  
Fire Chief Report  
September 2024

Date	Men	Hrs	Where	What
Sept 1	04	07	Practice	Weekend truck checks
Sept 3	05	10		Car fire
Sept 9	11	20	Practice	Pump leak on T4
Sept 10	01	03		Clean fire hall
Sept 13	04	08	Practice	Weekend truck checks
Sept 16	11	36	Practice	Smoke flow training at Horton
Sept 11/18	01	05	Practice	Fire committee meetings
Sept 19	08	16		Lawn mower cub cat
Sept 21	01	03		Clean fire hall
Sept 22	03	09	Practice	Weekend truck checks
Sept23	11	22	Practice	Enbridge Gas presentation
Sept 26	01	02	Practice	Truck 4 to Renfrew for safety
Sept 28	03	09	Practice	Weekend truck checks
Sept 30	12	24	Practice	Tried new hydrant/first response Instructions

Douglas Fire Committee  
Fire Chief Report  
October 2024

Date	Men	Hrs	Where	What
Oct 01	01	03		Clean fire hall
Oct 01	05	15		Gas smell in science wing
Oct 5	04	20	Practice	Weekend truck checks
Oct 06	02	02	Practice	Gas cans refilled
Oct 06	13	26		House struck by lightening
Oct 08	09	18	Practice	Relay pumping at river hydrant
Oct 08	01	03		Clean fire hall
Oct 09	03	06		Half ton truck burnt
Oct 10	03	06	Practice	School fire drills
Oct 12	06	12	Practice	Certification meeting
Oct 12	04	08	Practice	Weekend truck checks
Oct 20	03	08	Practice	Weekend truck checks
Oct 21	12	24	Practice	OFM learning Portal
Oct 22	01	03		Clean fire hall
Oct 22	14	30	Practice	Truck checks/practice planning

**Douglas Fire Department  
2024 Fire Costs**

<b>Month</b>	<b>Fire</b>	<b>Practice</b>	<b>Standby Fees</b>	<b>Total Mthly Costs</b>
	<b>Rate/Hr</b>	<b>Rate/Hr</b>	<b>Rate/Wk</b>	
	0.00	0.00	0.00	
January	183	133	0	
Total Cost	4736.30	3471.57	1300.00	9,507.87
February	52	118	0	
Total Cost	1,382.52	3,057.96	1200.00	5,640.48
March	238	165		
Total Cost	6,087.44	4318.40	2125.00	12,530.84
April	80	180	14	
Total Cost	2,132.00	4667.99	1750.00	8,549.99
May	22	175	18	
Total Cost	612.50	4703.88	2250.00	7,566.38
June	70	123	0	
Total Cost	1866.02	3120.47	1625.00	6,611.49
July	48	20	0	
Total Cost	1254.74	514.16	1750.00	3,518.90
August	172	133	0	
Total Cost	2704.00	3453.70	2125.00	8,282.70
September	24	138	14	
Total Cost	610.36	1875.20	1750.00	4,235.56
October	42	128	0	
Total Cost	1111.66	3351.50	2250.00	6,713.16
November	0	0	0	
Total Cost	0.00	0.00	0.00	0.00
December	100	66	5	

Total Cost	2656.00	1724.54	1500.00	5,880.54
Total Hours	1031	1379		
Total Cost	25153.54	\$ 34,259.37	\$1,500.00	\$ 79,037.91



