

**SUNDRIDGE – STRONG FIRE DEPARTMENT MANAGEMENT BOARD**

A meeting of the Sundridge - Strong Fire Department Management Board was held on Wednesday, May 6, 2015 at 7:30 p.m. at the Firehall.

**PRESENT:**           **Sundridge** Jason Newman and Ryan Jeffers  
                          **Strong** Jason Cottrell and Jeff McLaren

**STAFF PRESENT:**                   Bettyann Muir, Joint Committee Recording Secretary-Deputy Clerk Village of Sundridge

The meeting was called to order at 7:30 p.m. by Chairperson Jason Cottrell.

**APPROVAL OF AGENDA**

The agenda had been circulated. It was

MOVED BY:           Ryan Jeffers  
SECONDED BY:       Jason Newman

**That the agenda be approved as amended for the May 6, 2015 meeting: C8 Add – 2014 Draft Financial Statement and Discussion New Pumper. Carried**

**DECLARATION OF PECUNIARY INTEREST**

None

**VERIFICATION OF PREVIOUS MINUTES**

The minutes of the regular meeting held on Wednesday, March 4, 2015 were circulated. It was

MOVED BY:           Jason Newman  
SECONDED BY:       Jeff McLaren

**That the minutes of the regular meeting held on Wednesday, March 4, 2015 be adopted as circulated. Carried**

**BUSINESS ARISING FROM THE MINUTES**

It was reported that the shingles on the roof would last one more year.

**SPECIAL BUSINESS/DEPUTATION**

None

## **SPECIAL COMMITTEE/TASK FORCE REPORTS**

None

## **FOLLOW UP/NEW BUSINESS**

### **Fire Chief's Report (attached)**

The Fire Chief's 2014 Annual Report had been circulated. Recruitment is a major concern. It is getting harder and harder to find volunteers to apply to become a volunteer firefighter. The problem with manpower is a global issue with volunteers. The board discussed this issue. Some ideas that were discussed were:

- Reimburse the employers with the firefighters wages (incentives)
- Give a tax receipt to the employer
- Stage 1 and Stage 2 Firefighters- have two training levels of firefighters – One stage to go to call outs for fire fighting and one stage to do medical calls and accidents
- Exit interview with the firefighters when they hand in their resignation. This would be a process to formalize the process because of recruitment. Jason Cottrell will look into questions that would be asked at the exit interview

The board will discuss this further with the Fire Chief and Deputy Fire Chief.

The Fire Chief's Report for May 6, 2015 had been circulated. It was

MOVED BY: Ryan Jeffers  
SECONDED BY: Jason Newman

**That the Sundridge – Strong Fire Department Management Board accept resignation of Joanne Lamb effective April 20, 2015. Carried**

MOVED BY: Ryan Jeffers  
SECONDED BY: Jeff McLaren

**That the Sundridge – Strong Fire Department Management Board approve the return of Firefighter Rebel Kennedy from an approved Leave of Absence effective March 9, 2015. Carried**

The 2014 Draft Financial Statement was presented. It was

MOVED BY: Jason Newman  
SECONDED BY: Jeff McLaren

**That the Sundridge – Strong Fire Department recommend that the Village of Sundridge and the Township of Strong accept the 2014 Draft Financial Statement prepared by Grant Thornton LLP as presented. Carried**

Discussion took place with regard to the purchase of a new pumper. The fire department had calls on the weekend and had problems with both Pumper 1 and Pumper 2. This matter will be taken back to the next Sundridge and Strong council meetings. Discussion took place with regard to each municipality putting in a percentage from their own reserves and financing the balance. It was

MOVED BY: Ryan Jeffers  
SECONDED BY: Jeff McLaren

**That the Sundridge – Strong Fire Department recommend to the Village of Sundridge and the Township of Strong that a new pumper truck be purchased to replace the current Pumper #2. Carried.**

A grass cutting tender is being advertised. The tenders will be opened at the next meeting.

**CORRESPONDENCE**

None

**CLOSED SESSION**

There were not items for discussion at the time of the agenda preparation.

**NON-AGENDA BUSINESS**

Jason Cottrell stated that he as the chair he should be notified if the Fire Chief is off. Jason Cottrell told the board that a policy will have to be developed to list available mechanics. When the pumper trucks went down on the weekend the mechanic that the fire department usually uses was not available and it was difficult to try and find another mechanic. Jason Cottrell also asked if he could have some clarification on firefighting techniques when putting out a bush fire. Jason Newman explained the procedures used.

There being no further business at this time, it was

MOVED BY: Jeff McLaren  
SECONDED: Jason Newman

**That we do now adjourn at 8.38 p.m. until the next regular meeting Wednesday, June 3, 2015 at 7:30 p.m. or at the call of the chair. Carried**

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Jason Cottrell  
Chair

.....  
Bettyann Muir  
Joint Committee Recording Secretary  
Deputy Clerk Village of Sundridge