

**CORPORATION OF THE TOWNSHIP OF MELANCTHON
COMMITTEE OF THE WHOLE - FIRE**

A Committee of the Whole meeting of the Council of the Corporation of the Township of Melancthon was held on Thursday, March 5, 2015 at 3:00 p.m. in the Council Chambers to review the fire services provided by the Fire Departments servicing Melancthon Township. The fire departments are: Mulmur-Melancthon FD, Shelburne and District FD and Southgate FD. Deputy Mayor J. Elliott, Councillor D. Besley, Councillor W. Hannon and Councillor J. Webster were present. Denise Holmes, CAO/Clerk and Wendy Atkinson, Treasurer/Deputy Clerk were also present. Mayor White was absent with prior notice given. Deputy Mayor Elliott presided as Chair and called the meeting to order.

The purpose of this Committee of the Whole meeting is to review the fire services provided by the three fire departments in Melancthon as Council were made very aware of what their responsibilities are under the Fire Protection and Prevention Act, 1997 when they were working on the OFM 30 Recommendations during the last term of Council. Thus, the reason to ensure that the same level of fire service is being provided by all fire departments.

Included in the Agenda package were the following items of Correspondence:

1. Fire Protection and Prevention Act, 1997 (FPPA)
 2. Mulmur-Melancthon Fire Department Agreement
 3. Southgate Fire Department Agreement
 4. Shelburne and District Fire Department Agreement
 5. Melancthon Township Simplified Risk Assessment
 6. OFM 30 Recommendations
 7. By-law No. 39-2014
- Additional information: Shelburne Fire Agreement dated 1991.

The FPPA, 1997 Section 2 states that every municipality shall:

- a. Establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and
- b. Provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances.

It was decided that the easiest way to do this was to go through the most recent By-law passed by Council and that is By-law No. 39-2014 which is a By-law to Establish and Regulate a Fire Department for the Township of Melancthon. This By-law was approved by the Ontario Fire Marshal's Office before it was passed by Council.

Council then began the review of the Southgate Agreement as it is expiring at the end of the year. As we are not getting the quarterly reports from the Southgate Fire Chief as per Section 8 of the Agreement, the CAO/Clerk was directed to send him a letter requesting that he attend Council, bring his report and Council will ask him for confirmation when he attends that he has implemented and reviewed all approved policies and developed standard operating procedures and guidelines, general orders and departmental rules as necessary and ensure that the appropriate care and protection of fire department equipment is in place (as per Section 14 of By-law No. 39-2014).

As well, with regards to Section 21 in By-law No. 39-2014, the CAO/Clerk to obtain clarification from the OFM on Section 21 of the By-law from a safety issue and whether or not a Fire Chief can just go in on derelict buildings that are not boarded up and barricade or board them up.

As it was nearing 4:00 p.m., the COW will continue discussions of the fire agreements and reviewing the fire services at a meeting to be held on March 19, 2015 at 3:00 p.m.

4:00 p.m. - Moved by Besley, Seconded by Hannon that we adjourn COW - Fire to meet again on March 19, 2015 at 3:00 p.m. or at the call of the Chair. Carried.

CHAIR

CLERK