



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
EMERGENCY SERVICES COMMITTEE MEETING
May 27th, 2024

PRESENT: Steve Featherstone, Chair Donna Clark, Vice-Chair
 Allan Reid, CEMC Kelly Serson, Fire Chief
 Dave Vieira, Deputy Fire Chief

STAFF PRESENT: Santana Chubb, Clerk

1. Call to Order

Motion 1

Moved by Donna Clark
THAT this meeting be opened at 6:00 p.m.

Seconded by Allan Reid

Carried Steve Featherstone

2. Adoption of Agenda

Motion 2

Moved by Allan Reid
THAT the agenda for the Emergency Services Committee Meeting for May 27, 2024,
be approved as circulated.

Seconded by Dave Vieira

Carried Steve Featherstone

3. Disclosure of Pecuniary Interest: None for this session

4. Adoption of Previous Minutes

Motion 3

Moved by Dave Vieira
THAT the minutes of the Emergency Services Committee Meeting held April 15, 2024,
be adopted as circulated.

Seconded by Donna Clark

Carried Steve Featherstone

5. Presentation & Delegations: None for this session

6. Staff Reports

6.a Report from Deputy Fire Chief regarding recent call reports.
The Deputy Fire Chief gave a brief report on recent operations and calls.

Personnel:

- Current total volunteer members: 23, 19 in operations, 4 on leave.

Calls:

From April 15 to current: total of 7 calls.

- Attended 4 medical calls.

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- Attended 1 carbon monoxide call.
- 2 false alarms.

Total calls to date for 2024: 29 calls.

6.b Report from Deputy Fire Chief regarding recent training.

The Deputy Fire Chief reported on recent training, fire prevention and education, public relations, and upcoming events.

Training:

- Ground ladder training during training nights.
- SP103 Wildland Fire training wrap up.
- 1 member passed NFPA 1001 Level 1 written.

Fire Prevention/Public Education activities:

- The Fire Department did a tour at the elementary school, Ecole Lorrain, in Bonfield on May 6th. Fire prevention goodie bags were handed out to the students, the fire trucks were put on display, and the students were educated on evacuation plans and operations.
- The Fire Department attended a child's birthday celebration with a fire truck and some equipment. The volunteers promoted kitchen fire education and household evacuation plans.

Public Relations:

- Attended the Lion's Club annual ATV Poker Rally May 11th and provided on-site medical support.

Upcoming Fire Prevention/Public Education:

- The Fire Department will be participating in the Bonfield Community Day events, June 1st, with a fundraising car wash and BBQ. The event will include a fire extinguisher training for the public with practical evolution.

7. Items for Committee Discussion

7.a Receive and review updated CRA.

- The CRA is almost completed. The CEMC went over some of his findings from the CRA and gave a brief update.
- The CEMC went over what information is required of the Fire Department to finish the CRA.
- The finished CRA will be sent to Council June 7th to be reviewed before the next Council meeting, June 11th. Once sent to Council, the CRA will not be brought back to the Emergency Services Committee.

7.b Receive and review progress of the 100-Day Plan and the SWOT analysis of the Fire Department.

- The Fire Chief and Fire Department are on track to have the 100-Day Plan completed according to their timeline. The analysis will be completed and submitted by June 11th.

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- A 10-day review will be made following the submission of the analysis.
- The SWOT analysis of the Fire Department and volunteers went well. The Committee briefly looked through their findings.
- During the analysis of the Fire Department, some safety concerns regarding the current breathing apparatuses were brought to their attention. The Fire Chief and Deputy Fire Chief are working with another municipality to obtain some equipment until the Fire Department can purchase newer models in 2025.

8. Resolutions to be Considered for Council Recommendation: None for this session

9. Correspondence: None for this session

10. Closed Session: None for this session

11. Adjournment

Motion 4

Moved by Donna Clark

THAT this meeting be adjourned at 6:24 p.m.

Seconded by Dave Vieira

Carried Steve Featherstone

CHAIR

CLERK