



THE CORPORATION OF THE TOWNSHIP OF BONFIELD  
Emergency Management and Fire Department Committee Meeting  
November 20<sup>th</sup>, 2023 at 6:00 pm

PRESENT: Steve Featherstone, Chair  
Donna Clark, Vice-Chair  
Allan Reid  
Gilles Lebel  
Dave Vieira

STAFF: Santana Chubb, Clerk

**1. Call to Order**

**Moved by** Allan Reid

**Seconded by** Dave Vieira

THAT the Emergency Management and Fire Department Committee Meeting be opened at 5:59 p.m.

**Carried Chair, Steve Featherstone**

**2. Adoption of the Agenda**

**Moved by** Allan Reid

**Seconded by** Gilles Lebel

THAT the agenda for the Emergency Management and Fire Department Committee Meeting for November 20, 2023, be approved as circulated.

**Carried Chair, Steve Featherstone**

**3. Adoption of the Minutes**

**Moved by** Dave Vieira

**Seconded by** Gilles Lebel

THAT the minutes of the Emergency Management and Fire Department Committee meeting held October 23, 2023, be adopted as circulated.

**Carried Chair, Steve Featherstone**

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

None for this session

**5. Delegations and Presentations**

None for this session

## **6. Correspondence and Information**

### **6.1 Information re calls and Fire Department activities provided by Gilles.**

- Attended 1 bush fire.
- Attended 1 chimney fire.
- Attended 2 medical calls.
- Hosted a haunted house on Halloween night (October 31<sup>st</sup>) for the community and had a great outcome.

## **7. New Business**

### **7.1 Phone List (available at meeting)**

- A phone list of all members' phone numbers was distributed to the committee to encourage better communications amongst the members.

### **7.2 New SCBA Equipment Required**

- The current SCBA equipment for their air tanks is failing.
- It was requested to consider putting money towards updating the old equipment (backpacks and masks) before 2024, so it could be obtained at a lower cost.
- Quotes for the new equipment will be sent out to all members once available.

## **8. Unfinished Business**

### **8.1 1978 Pumper Truck**

- No engine has been purchased yet.
- The Deputy Fire Chief is currently obtaining quotes for the new engine.
- Quotes will be sent out to all members once available.

## **9. Community Risk Assessment**

### **9.1 Community Risk Assessment Update**

- Discussed better available times for Allan and Gilles to meet to input information in the CRA.
- Allan is schedule to attend the Fire Department's weekly training nights, Mondays at 7pm, starting November 27<sup>th</sup> to work with Gilles to gather the missing information.

## **10. Public Events/ Public Education**

### **10.1 Christmas Parade, November 25<sup>th</sup>, 2023**

- The Fire Chief will check with the volunteers if anyone is available to participate in the Christmas parade Saturday, November 25<sup>th</sup>, and inform the people in charge of their participation.

### **10.2 New Year's Eve Dance**

- Requested of the Fire Department/Auxiliary group if anyone can be present at the New Year's Eve event since part of the funds collected are going towards the Fire Department.

## **11. Training**

### **11.1 Regular Training**

- The volunteers have been attending the regular training nights and have no big training sessions/courses coming up.

11.2 Basic Emergency Management Training

- Discussed the benefits of having the volunteers take basic emergency management training in 2024.
- There are courses called IMS (Incident Management Systems) that are provided at no cost. The courses cover consistent basic emergency management worldwide. In case of emergencies, all protocols remain the same worldwide, so any volunteer can assist.
- If enough volunteers are interested, a field officer could be arranged to come give the courses.

**12. Addendum**

None for this session.

**13. Adjournment**

**Moved by** Dave Vieira

**Seconded by** Allan Reid

THAT this meeting be adjourned at 6:39 p.m.

**Carried Chair, Steve Featherstone**

The next meeting is scheduled for December 18<sup>th</sup>, 2023, at 6pm.

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CHAIR

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SECRETARY