



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
EMERGENCY SERVICES COMMITTEE MEETING
March 18th, 2024

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

PRESENT ON ZOOM: Donna Clark, Vice-Chair

STAFF PRESENT: Santana Chubb, Clerk

1. Call to Order

Motion 1

Moved by Allan Reid
THAT this meeting be opened at 6:00 p.m.

Seconded by Dave Vieira

Carried Steve Featherstone

2. Adoption of Agenda

Motion 2

Moved by Kelly Serson
THAT the agenda for the Emergency Services Committee Meeting for March 18, 2024, be approved as circulated.

Seconded by Allan Reid

Carried Steve Featherstone

3. Disclosure of Pecuniary Interest: None for this session

4. Adoption of Previous Minutes

Motion 3

Moved by Allan Reid
THAT the minutes of the Emergency Services Committee Meeting held February 12, 2024, be adopted as circulated.

Seconded by Dave Vieira

Carried Steve Featherstone

5. Presentation & Delegations: None for this session

6. Staff Reports

6.a Report from Deputy Fire Chief regarding completed training courses and current volunteers.

- The Deputy Fire Chief presented a report regarding the current roster of the volunteers and their relevant training as of March 18th, 2024.
- Currently have a total of 21 volunteers.
- Training and number of volunteers certified:
Fire Fighter 1 – 3 certified.

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Fire Fighter 1 & 2 – 7 certified.
 Auto extraction – 9 certified.
 First Responder – 9 certified.
 Ice Water rescue – 10 certified.
 First aid/CPR – All 21 volunteers certified.

6.b Report from Deputy Fire chief regarding fire calls for February/March.

- 1 vehicle fire, March 14th – 10 responded.
- 1 grass fire, March 8th – 4 responded. Crew stood down upon arrival as the fire was under control.
- 3 medical calls:
 March 8th – 5 responded.
 February 24th 3 responded.
 February 27th – 3 responded.
- 1 medical/ice rescue, February 23rd – 7 responded.
- 1 NBC extraction, February 22nd – 3 responded but were called off while on route.
- 1 structure fire, February 17th – 10 responded.

7. Items for Committee Discussion

7.a Receive and review progress of the CRA.

- After reviewing the reports filled out by the previous Fire Chief, the CEMC requires more input from the Deputy Fire Chief to verify the accuracy of the reports.
- The Deputy Fire Chief will review the reports and provide feedback to the CEMC from now till April 15th.
- The target completion date for the assessment is June 1st, providing enough time for Council's review and approval.

7.b Review the Bonfield Fire Department 100-Day Action Plan

- The Fire Chief is creating a 100-day action plan to build a process to help guide the Fire Department.
- The plan is divided into 4 phases: Development, Contribution, Growth, and Evaluation.
- The main components of the process are safety, legislation, and efficiencies.
- There'll be weekly check-ins from the Fire Chief and Deputy Fire Chief with progress reports.

7.c Vehicle Safety Checks

- All stickers and safeties are up to date on all of the trucks.
- Circle checks are performed after every call, so all trucks are ready for emergencies.

7.d Training

- Scheduled for an upcoming Wild and Forest Fire course.
- 2 volunteers are attending the Northeastern Fire Education Conference this upcoming weekend.

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 Allan Reid

THAT this meeting be adjourned at 6:22 p.m.

Seconded by Dave Vieira

Carried Steve Featherstone

Next Scheduled Meeting: April 15th, 2024

CHAIR

CLERK