



The Corporation of The Township of Bonfield

AGENDA FOR EMERGENCY SERVICES COMMITTEE TO BE HELD

June 16th, 2025 AT 6:00 P.M.

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Disclosure of Pecuniary Interest and General Nature Thereof**
- 4. Adoption of Previous Minutes**
 - a. Emergency Services Committee Meeting: May 27, 2025
- 5. Presentations and Delegations**
- 6. Staff Reports**
 - a. Report from Fire Chief regarding recent call reports, training and community involvement.
 - b. Report from the CEMC regarding the changes and affects of the proposed amendments to the Emergency Management and Civil Protection Act.
- 7. Items for Committee Discussion**
- 8. Resolutions to be Considered for Council Recommendation**
- 9. Correspondence**
- 10. Closed Session**
- 11. Adjournment**



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
EMERGENCY SERVICES COMMITTEE MEETING
May 27th, 2025

PRESENT: Steve Featherstone, Chair Donna Clark, Vice-Chair
Allan Reid, CEMC

STAFF PRESENT: Santana Chubb, Clerk

VIRTUAL ATTENDANCE: Shaun McGee, Fire Chief

1. Call to Order

Motion 1

Moved by Allan Reid
THAT this meeting be opened at 6:02 p.m.

Seconded by Donna Clark

Carried Steve Featherstone

2. Adoption of Agenda

Motion 2

Moved by Shaun McGee
THAT the agenda for the Emergency Services Committee Meeting for May 27, 2025,
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 Donna Clark
THAT the minutes of the Emergency Services Committee Meeting held April 28, 2025,
be adopted as circulated.

Seconded by Allan Reid

Carried Steve Featherstone

5. Presentation & Delegations: None for this session

6. Staff Reports

6.a Report from Fire Chief regarding recent call reports, training, and community involvement.
The Fire Chief gave a brief report on recent calls, training, community involvement and other
relevant information from April 25 to May 21, 2025.

Recent Calls:

The volunteers responded to a total of 7 calls.

Emergency Services Committee Meeting, May 27, 2025

Types of calls:

- 2 hydro wires down
- 1 medical
- 1 tractor fire
- 1 structure fire (mutual aid from Calvin Township)
- 1 grass fire (false alarm)
- 1 residential alarm

2025 calls to date: 31

Current volunteer staff: 16 operational members

Recent Training:

Weekly Training:

- EMS and Medical call procedures and equipment refresher
- PPE
 - Bunker gear familiarization
 - SCBA checks
 - Personal bunker gear inspections
- Cleaned Fire Hall
 - Swept floors
 - Washed/cleaned trucks

Special Training:

- The firefighters are preparing for Wildland fire season.

Fire Chief Updates:

- 4 new probationary firefighters were hired and started May 14, 2025.
- Council adopted the recommendation to hire a new Training Officer.
- 2 firefighters have completed their Firefighter 1 testing May 10, 2025.
- The Fire Chief has developed a Facial Hair Policy.

Fire Prevention:

- Fire Prevention is ongoing during calls
- The FPO is building a 2025 calendar of events
- FPO training is underway
- Fire/CO alarm inspection plan in progress for 2025-2026

Community involvement:

- June 7, the Fire Department will be participating in Community Day with a fundraiser at the fire hall, which will include a car wash, snow cones and a dunk tank.
- Canada Day fireworks will be put on by the firefighters.

7. Items for Committee Discussion

7.a Receive and review the Facial Hair Policy provided by the Fire Chief.

The Fire Chief gave a brief breakdown of the policy. The following was noted.

- The policy came into effect May 26, 2025.
- All firefighters are aware of the limit of service they can provide if not in line with the policy.

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 6:17 p.m.

Seconded by Shaun McGee

Carried Steve Featherstone

CHAIR

SECRETARY



REPORT TO COMMITTEE

DEPARTMENT: Fire Department
MEETING DATE: June 16, 2025
FROM: Shaun McGee Fire Chief
SUBJECT: Fire Department Operations Monthly update

RECOMMENDATION

That the Fire Department Committee of the Township of Bonfield receives this report for information purposes.

BACKGROUND

This report highlights the activities of the Bonfield Volunteer Fire Department from May 22, 2025, to June 11, 2025. The purpose of this report is to keep the Committee, and the community informed on Fire Services. This is a highlight of my first 120 days as the Fire Chief

Operations

- 16 operational volunteer members.
- Responded to 8 calls for service,
 - Medical on May 24, 19:48; 3 volunteers responded
 - Medical on May 27, 19:42; 0 volunteers responded
 - Medical on May 30, 17:27; 0 volunteers responded
 - Medical on June 5, 09:53 0 volunteers responded
 - Landfill fire on June 7, 12:52; 6 volunteers responded
 - Medical on June 8, 23:17; 2 volunteers responded
 - Medical on June 9, 13:23; 1 volunteer responded
 - Residential Alarm Activation on June 9m 23:57; 5 volunteers responded

- Year to Date: 44 calls for service

Regular Weekly Training

- EMS and Medical call procedures and equipment refresher
- PPE, Bunker gear familiarization
- Personal protective equipment
 - SCBA Checks
 - Personnel bunker gear inspection

- Cleaned hall
 - Swept floors
 - Washed/cleaned trucks

Special Training

- Firefighters preparing for Wildland fire season.
- Firefighters preparing for NFPA certifications

Fire Chief Updates

- Fire Chief completed the Regulatory and Establishing bylaws for the CAO to review
- Fire Chief regularly reviews the fire rating for the township
- Ongoing training for the new recruits

Fire Prevention

- On going during any incident/call
- New FPO is building a 2025 calendar of events
- FPO Training is underway
- Fire/CO Alarm inspection plan progress for 2025-2026

Community Involvement

- Community event held on June 7 at Fire Station 1. Car wash, dunk tank and snow cone machine were present for the members of the community. Funds were raised for the Bonfield Firefighters Association.