



MINUTES

MEMBERS PRESENT

Councillor Schmidt
Councillor Stokley
Robert Gordon, Fire Chief
Steve Goode, Deputy Fire Chief

MEMBERS ABSENT

Michael Dailous, President of Puslinch Firefighters Association

TOWNSHIP STAFF

Councillor Roth
John Uptegrove, Captain Training Officer
Councillor Fielding
Karen Landry, CAO/Clerk

OTHERS PRESENT

Reverend Marty Molengraaf

1. **CALL TO ORDER**

The meeting was called to order at 1:00 pm.

2. **DISCLOSURE OF PECUNIARY INTEREST**

None.

3. **APPROVAL OF MINUTES**

Moved by Steve Goode and Seconded by Wayne Stokley

FIR-2013-001

THAT the Fire and Rescue Committee minutes dated January 17, 2013 be approved.

CARRIED.

4. **CLOSED MEETING**

None.

5. **DELEGATIONS/PRESENTATIONS**

None.



6. **REGULAR BUSINESS**

1. Response Activity Report

Chief Gordon reviewed the response activity report and noted that the department received 17 calls on the day of the Ice-Storm being April 12, 2013. It was noted that Hydro and Public Works staff also did an excellent job on this date. Chief Gordon and Deputy Chief Goode also provided information regarding the April 15, 2013 grass fire caused by a train.

2. Monthly Expense Report - March 2013

It was noted that the monthly expense report for March is listed on the April 17, 2013 Council Agenda.

3. Trends

Chief Gordon noted adverse weather conditions such as the recent ice storm.

4. Actual to Budget Comparison – March 2013

It was noted that the Budget comparison document for March 2013 is listed on the April 17, 2013 Council Agenda.

5. Staff Review & Changes

Chief Gordon reviewed the Fire & Rescue Staff outline and noted corrections. Chief Gordon advised that they usually try to maintain a staff complement between 35 and 36.

6. Fire Underwriters Survey

Deputy Chief Goode advised there is a practice this evening (April 17, 2013) at 7:30 pm behind the Firehall to obtain residential rating accreditation, the City of Guelph assisting. The next step will be to obtain commercial rating accreditation through a practice to be held April 24, 2013 at 7:30 pm. Deputy Chief Goode advised that the testing of dry hydrants is changing from once a year to every three months. Deputy Chief Goode indicated that the onus is on the owner of the property where the hydrant is located to complete the testing,



however the Township completes this test. Deputy Chief Goode was requested to obtain more information regarding perpetual maintenance for water tanks.

7. Status New Station Trial

Deputy Chief Goode presented the information regarding the Puslinch Township West End Response Trial commencing May 1, 2013 to October 15, 2013.

Councillor Roth expressed the importance of ensuring the safe departure of the mini-fire pumper from the McClintock Storage building.

Moved by Steve Goode and Seconded by Wayne Stokley FIR-2013-002

THAT the Committee recommends that Council authorize staff to proceed with the Puslinch Township West End Fire Protection 2013 Response Trial commencing May 1, 2013 to October 15, 2013 which has been included in the 2013 Budget; and

Further, that staff notify the area residents of the Response Trial prior to commencement of the trial program; and

Further, that staff provide general notification of the Response Trial through the newspaper; and

Further, that staff report back on the results of the Trial program upon its completion.

CARRIED.

8. Facilities & Apparatus Status Update

Chief Gordon advised that the Antenna at the Township office was knocked off during the ice storm and a temporary antenna has been installed.

9. Opportunities for Improved Service & Cost Control

Deputy Chief Goode advised he recently attended a training session with regard to completing self-assessments. Deputy Chief Goode indicated that this training will be of significant value during the development of the Fire Master Plan. Deputy Chief Goode indicated that the intention for completing a Fire



Master Plan is to follow a similar process that was undertaken by the Town of Minto.

10. Washroom Renovations

The Committee was advised that the washroom renovation project will need to be procured either through an RFP/RFT or RFQ process in accordance with the Township's purchasing By-law. It was noted that the County of Wellington accessibility program allows a municipality to apply for funding up to \$10,000 for a qualified project.

9. **NEXT MEETING**

Wednesday May 15, 2013 at 1:00 pm in the Council Chambers.

10. **ADJOURNMENT**

The meeting adjourned at 2:12 pm.