



# **Inter Township Fire Department Joint Board of Management Minutes**

**January 14, 2020, 2:00 p.m.  
Council Chambers  
Township Administration Offices  
177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5**

Members Present: Mayor Dwight Burley  
Deputy Mayor Sue Carleton  
Councillor Cathy Moore Coburn  
Councillor Steve Bartley

Members Absent: Mayor Barb Clumpus

Staff Present: John Dehooge, Municipality of Meaford Fire Chief  
Brittany Drury, Deputy Clerk  
Jeff Gautreau, Inter Township Fire Acting Fire Chief  
Andy Redmond, Inter Township Fire Acting Deputy Fire Chief  
Kassandra Rocca, Treasurer

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**1. Call to Order**

Chair Dwight Burley called the meeting to order at 2:00 p.m.

**2. Approval of Agenda/Additions to the Agenda**

Moved By: Deputy Mayor Sue Carleton

**That the agenda be approved as presented.**

Carried

**3. Declaration of Pecuniary Interest**

None declared.

**4. Minutes of Previous Meetings**

4.1 November 12, 2019

ITFD2020-01

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Cathy Moore Coburn

**That the minutes of the November 12, 2019 Board meeting be adopted.**

Carried

**5. Presentations**

Nil

**6. Delegations**

Nil

**7. Public Question Period**

Nil

**8. Correspondence**

8.1 Frontline Family Wellness Day - February 9, 2020

The Acting Fire Chief outlined the invitation and event, noting that the Inter Township and Meaford Fire Departments are supporters of the event.

**9. Staff Reports**

9.1 Fire Department

9.1.1 Emergency Responses

There was discussion regarding:

- Calls 19-213 and 19-251 and the noted response times. The Acting Fire Chief noted an error in the included response times and will update the report to reflect the correct information.
- The process of responding to and reporting of nuisance burn complaints.

9.1.1.1 November 2019

9.1.1.2 December 2019

ITFD2020-02

Moved By: Councillor Steve Bartley

Seconded By: Deputy Mayor Sue Carleton

**That the November 2019 and December 2019 Emergency Response Reports be received for information purposes.**

Carried

9.1.2 Acting Fire Chief's Report

9.1.2.1 November 2019

9.1.2.2 December 2019

ITFD2020-03

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Steve Bartley

**That the Acting Fire Chief's Report for the months of November and December 2019, be received for information purposes.**

Carried

9.1.3 ITFD2020-01 - Ministry of Labour Site Visit

The Acting Fire Chief outlined the report, detailing the successful results of the on-site evaluation performed by the Ministry of Labour at the Inter Township Fire Hall on January 6, 2020.

There was a discussion regarding:

- The diesel exhaust system at the Inter Township Fire Hall and recent improvements to said system.
- Continued presence of the Owen Sound Fire Department at the Inter Township Fire Hall, as per the existing 10th Street Bridge Closure agreement.

ITFD2020-04

Moved By: Councillor Cathy Moore Coburn

Seconded By: Deputy Mayor Sue Carleton

**That report ITFD2020-01 - Ministry of Labour Site Visit, from the Acting Fire Chief, be received for information.**

Carried

9.2 Treasury Department

9.2.1 Voucher 1-2020

ITFD2020-05

Moved By: Councillor Steve Bartley

Seconded By: Deputy Mayor Sue Carleton

**That Voucher #1-2020, in the amount of \$71,877.89 for the period from November 9, 2019 to January 8, 2020, be approved.**

Carried

9.2.2 Updated Financial Report

ITFD2020-06

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Steve Bartley

**That the updated 2019 Financial Report be received for information purposes.**

Carried

**10. Unfinished Business**

Nil

**11. New Business**

11.1 County of Grey - Radio and Paging Systems Presentation

The Treasurer outlined the presentation and a recent conference call between staff and the County of Grey, detailing proposal of a new communications system to be implemented for fire services across the County.

There was a discussion regarding the existing system used by the Inter Township Fire Department and the benefit of expanding communications across Grey County municipalities.

**12. Board Inquiries and Comments**

The Acting Fire Chief outlined the success of the 2019 Inter Township Fire Department Christmas Children Toy Drive.

There was a brief discussion regarding the existing 10th Street Bridge Closure servicing agreement between the Township of Georgian Bluffs and the City of Owen Sound.

The Treasurer provided an update regarding ongoing negotiations with the Municipality of Meaford regarding ownership of the Inter Township Fire Department. The Treasurer noted that the process remains a priority and an appraisal of all Fire Department equipment had been scheduled to begin on January 15, 2020.

**13. Closed Session**

Nil

**14. Date of Next Regular Meeting/Adjournment**

February 11, 2020 - 2:00 p.m.

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Cathy Moore Coburn

**That the meeting be adjourned at 2:20 p.m.**

Carried

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Mayor, Dwight Burley

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Deputy Clerk, Brittany Drury