

HILTON UNION FIRE BOARD

A G E N D A

May 6, 2024

7:00 pm

1. Accept Agenda as presented
2. Declaration of pecuniary interest
3. Approve Minutes of Special Meeting: April 15, 2024
4. Certification Training Discussion-Info to be presented by Mike Garside
5. Fire Chief and Job Advertisement Discussion
6. Draft Letter to MPP Michael Mantha regarding Management of Rural Fire Safety
7. Other Business?
8. Adjourn

HILTON UNION FIRE BOARD

Special Meeting

MINUTES

April 15, 2024

7:00 p.m.

Present: Brian Delvecchio
Mike Garside
Robert Hope (Deputy Chief)
Janet Gordanier
Rodney Wood
Sarah Brown

Volunteer: Lyn Garside
Acting Secretary-Treasurer: Sara Dinsdale

Call to order at 7:00 p.m.

There were no disclosures of pecuniary interest.

Resolution #F2024-12
Moved: Rodney Wood Seconded: Mike Garside

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT accepts the agenda of April 15, 2024 as presented. *CARRIED*

Resolution #F2024-13
Moved: Janet Gordanier Seconded: Mike Garside

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT approves the appointment of Sara Dinsdale as Acting Secretary/Treasurer of the Hilton Union Fire Department. *CARRIED*

Resolution #F2024-14
Moved: Sarah Brown Seconded: Janet Gordanier

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT approve the following minutes as presented: March 11, 2024. *CARRIED*

Resolution #F2024-15
Moved: Janet Gordanier Seconded: Robert Hope

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does agree to the CACC agreement as presented. *CARRIED*

Resolution #F2024-16
Moved: Mike Garside Seconded: Janet Gordanier

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT recommends that the Acting Secretary Treasurer create a job posting for a Fire Chief to have ready for the next meeting on May 1, 2024 at 7:00 p.m. *CARRIED*

Resolution #F2024-17
Moved: Sarah Brown Seconded: Janet Gordanier

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT do adjourn at 8:36 p.m. and agree to meet again at the Hilton Township Municipal Office on May 1, 2024, or at the call of the Chair or by petition from majority of the members of the Board. *CARRIED*

Chairperson: Brian Delvecchio

Acting Secretary/Treasurer Sara Dinsdale



HILTON UNION FIRE DEPARTMENT VOLUNTEER FIRE CHIEF OPPORTUNITY



The Hilton Union Fire Department is seeking a Fire Chief. This is a volunteer position with paid honoraria based on qualifications. The Fire Chief will be responsible for all aspects of the operation and administration of the fire department in accordance with provincial regulations and legislation and municipal policies. This leadership role will require a strong commitment to public service, outstanding decision-making abilities and excellent communication skills.

This position involves flexible hours to attend emergency responses, meetings and training.

Reports Relationship:

- Reports to the Hilton Union Fire Board

Direction Exercised:

- Department subordinates
- General public

Major Equipment:

- Emergency vehicles
- Firefighting equipment
- Rescue equipment

Responsibilities:

- Responsible for the operation and administration of the municipal fire department in accordance with provincial regulations, legislation, and municipal policies
- Responsible for planning, coordination, operation, and efficiency of the department
- Responsible for coordinating and directing firefighting, fire prevention, fire inspection, and rescue functions of the department
- Responsible for the development and implementation of the municipalities' fire prevention program
- Develops, delivers and supervises the department's training programs
- Responsible for maintaining morale and discipline within the department
- Responsible for identifying the department's equipment needs and preparing an annual budget
- Responsible for recruiting department volunteers
- Responsible for maintaining all records, files, manuals and department documents and keeping them up-to-date and secure
- Responsible for ensuring decisions made by the Fire Board are upheld in relation to the Fire Department

Qualifications:

- Grade 12 education or equivalent
- Post secondary education in fire services and/or fire officer experience (5 years)
- Knowledge of firefighting and fire prevention methods
- Knowledge of the municipalities and surrounding areas
- Knowledge of fire code and related provincial legislation and municipal by-laws
- Physically fit
- Medical exam
- Current valid driver license (DZ preferred or willing to obtain)
- Fire Fighting Officer level 4 (or willing to obtain)
- WHMIS
- First Aid/CPR
- Chainsaw certification (willingness to obtain)
- Ability to work both independently and as a team member
- Ability to assume responsibility
- Recognition of hazards of the occupation

Control:

The position is primarily self-directed with additional policy direction from the Hilton Union Fire Board and administrative assistance from the Clerk Treasurer for the Township of Hilton.

The above reflects the general details considered necessary to describe the principal functions of the position identified and shall not be construed as a detailed description of all the work requirements that may be inherent to the position.

Dear MPP Michael Mantha and MP Carol Hughes,

Please accept this letter as an expression of our great and growing concerns over the management of Rural fire safety. As you are likely well aware, there have been discussions regarding the overbearing regulations of both governments and insurance agencies tied to the replacement of fire service equipment, as small rural communities fall under the same guidelines as large municipalities. As one of these small rural communities, we would like to help you put these regulations into perspective.

Take our community of Hilton Beach, for example. We share a fire department with our neighbour, Hilton Township. Our village is comprised of 154 households who, through their tax dollars, are responsible for 50% of the operation of a firehall, its equipment, and maintenance.

Together with the township, our fire team engaged in 3 separate fire calls in 2022. In 2023, we engaged in 4 fire calls. You must admit that with response numbers such as these, our equipment remains in very good working order for much longer than is deemed reasonable by current regulations, yet we are held to the same standards as Ottawa and all other municipalities.

Overzealous regulations not only provide a burden to communities due to equipment, but also to staffing. Our Firefighters and chief are all volunteers, as are those in many rural municipalities and small fire halls across the nation. In recent years the amount of training required for a volunteer firefighter has increased exponentially- that is, to the point volunteers are turning away from service. Volunteers show up to serve and protect their communities and neighbours in times of crisis. They often have full-time jobs elsewhere, and limited time to spend on excessive and sometimes irrelevant bookwork. Volunteers attend biweekly in-person training sessions as well as special events and fundraising opportunities on top of their duties. Would-be volunteers are turning away because the requirements to serve have become too great. Recruiting volunteers can be a challenge on its own, but adding layers of red tape makes it nearly impossible to bring new members into the crew. Without volunteers, we do not have a fire department, and that would put our community at great risk.

We recognize that the safety of Emergency Response personnel is of the utmost importance. In small, tight-knit communities, where it is neighbours helping neighbors, we do not take their service for granted. There must be a way to regulate fire safety in small communities that considers the reality of volunteer firefighting in its entirety. Forcing the same requirements as a city with a large demand, high usage and paid staff just does not make any logical or practical sense.

We look forward to hearing how this will be resolved in 2024.

Sincerely,