

# HILTON UNION FIRE BOARD

## Regular Meeting

### MINUTES

December 9, 2024

7:00 p.m.

Present: Chairperson Brian Delvecchio  
Deputy Chief Robert Hope  
Mike Garside  
Rodney Wood  
Sarah Brown

Acting Secretary-Treasurer: Sara Dinsdale

Absent: Janet Gordanier  
Kelly Rathwell  
Dave Leask  
Sally Cohen -via phone

Call to order at 7:05 p.m.

There were no disclosures of pecuniary interest.

Resolution #F2024-47

Moved: Rodney Wood Seconded: Sarah Brown

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT accepts the agenda of December 9, 2024, as presented. \*CARRIED\*

Resolution #F2024-48

Moved: Rodney Wood Seconded: Mike Garside

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT approves the minutes of the regular meeting of September 9, 2024 \*CARRIED\*

Resolution #F2024-49

Moved: Mike Garside Seconded: Rodney Wood

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT approves the minutes of the closed meeting of September 9, 2024 \*CARRIED\*

Fire Chief Updates:

Fire Chief Robert Hope gave an update on fire calls and volunteer status since the last meeting. He stated that there were three fire calls; however, two of the calls the fire department was called to stand down. The third call was regarding a woodshed that caught fire on Hawdon Dr. in St. Joseph Township.

A new member has joined the fire department and one volunteer has resigned. There are currently ten active volunteers.

Fire Chief Hope mentioned how everyone in the fire department has been really helpful in assisting him in transitioning from Deputy Fire Chief to Fire Chief. He mentioned that the new volunteer will need bunker gear, and this will be re-evaluated in the spring once he completes his probationary period.

Fire Chief Hope and Deputy Fire Chief See joined an onboarding exercise with the Ontario Fire Marshal's Office to learn more about a database that will give them access to training material.

Fire Chief Hope explained that at the previous practice the department was to do their annual controlled burn. They were practicing lighting a wood pile that they built tall and safe at the landfill by using boat flares, but they all turned out to be "duds".

Fire Chief Hope also mentioned that another volunteer in the fire department has been asked to be the department's training officer and that he has agreed to it. A discussion took place regarding possibly changing the points system to increase rewards to all volunteers. It was suggested that training officers could receive an additional honorarium considering that they take on more responsibilities, captains should receive a monthly honorarium and need to be appointed by the Fire Chief and Deputy Fire Chief, and that an increase to the points system amount should be increased. It was suggested that changes be made starting in 2025 and these items should be on the next agenda to discuss at the next meeting.

Fire Chief Hope advised the fire board that the tanker needed repaired; a mouse was inside it and did some damage. Captain Lyn Garside got the safety done on both the tanker and the fire trucks. They are good until October 2025.

It was announced that the Fire Volunteer's Christmas party was planned to take place on Saturday, December 14 at the Community Hall at 6 pm.

Other Items Discussed:

Ms. Sarah Brown suggested that the fire truck should make an appearance at the car show in the summer of 2025 and possibly set up a booth at community night with fire prevention material, and fire extinguishers to sell.

Fire Chief Bob Hope mentioned that he has signed up for the DZ training.

The Hilton Union Fire Board discussed possible meeting dates for 2025.

Resolution #F2024-50

Moved: Sarah Brown

Seconded: Rodney Wood

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE does agree to the 2025 Fire Board meeting dates as follows:

March 19, 2025

June 18, 2025

September 17, 2025

December 17, 2025

**\*CARRIED\***

A discussion took place regarding the fire department's access to the fuel tanks outside. Acting Secretary/Treasurer Sara Dinsdale explained that in the past, the township's Road Superintendent who is currently a volunteer with the fire department has a key to the township's garage, where the breaker is located to turn the pump on, which would allow access to the fuel tanks outside. Since the Road Superintendent is planning to retire at the end of the year, in turn, handing his keys in, the fire department would need an alternate solution. It was recommended that the new Road Superintendent would leave the breakers on, keeping the garage locked but install locks on the fuel tanks. The keys would be given to the fire department in order to gain access to the fuel tanks.

Resolution #F2024-451

Moved: Mike Garside Seconded: Sarah Brown

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does agree to the recommendation to purchase locks to be installed on the fuel tanks allowing key access for the fire department. **\*CARRIED\***

Fire board members discussed information received from the Electrical Safety Authority regarding fire training sessions for downed power lines. Contact info was given to Fire Chief Hope for him to schedule training with them.

A letter from the Ministry of the Solicitor General Office of the Fire Marshal regarding mandatory firefighter certification was reviewed. It was recommended that Acting Secretary/Treasurer Sara Dinsdale request that Mr. Brad Neabel, Fire Protection Advisor, join the next fire board meeting to answer questions regarding whether the fire volunteers should focus more on the Ontario Seals program or the full NFPA training.

Fire Board members asked Deputy Fire Chief Robert Hope how he feels about the promotions discussed and he expressed that he had a concern that the Fire Chief position's requirements include having a DZ license, which he does not currently have. Deputy Fire Chief Robert Hope explained that he is happy to get it but would also like some financial assistance from the fire board. It was suggested to add this topic to the fireboard's respective council meetings to request approval.

Resolution #F2024-52

Moved: Rodney Wood

Seconded: Sarah Brown

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does adjourn at 8:30 p.m. and agree to meet again at the Hilton Township Municipal Office on Wednesday, March 19, 2025, or at the call of the Chair or by petition from majority members of the Board. **\*CARRIED\***

Chairperson: Brian Delvecchio

Acting Secretary-Treasurer Sara Dinsdale