



**MUNICIPALITY OF EAST FERRIS
FIRE AND EMERGENCY SERVICES COMMITTEE MEETING
Minutes of Monday, February 27th, 2023 at 8:30 a.m.**

PRESENT: Chair, Steven Trahan Fire Chief, Steph Amyotte
 CAO, Jason Trottier Clerk, Monica Hawkins

1. **Called to order:** Chair Trahan called the meeting to order at 8:35 a.m.
2. **Approval of the agenda:** Agenda approved as prepared
3. **Declaration of Conflict of Interest/Pecuniary Interest:** None for this session
4. **Correspondence and Information:**

a) New Fire Hall and Location:

Discussion of the new fire hall. Previous discussion was to have a fire hall with double bays, with the possible expansion of 3 bays. Fire Chief advised that the municipality is growing all the time and fire and emergency services are also growing. Committee is looking at a projection of 3rd to 4th year of this Council Term. Committee advised that they would like to see money put aside from annual budgets to put towards the cost of the new fire hall. This item of discussion will remain as a re-occurring item on the Fire Committee Agendas.

b) Training Compensation for Members:

Fire Chief advised that with the new Fire Department Certification, the Department can do some training in-house. The Certification is for all Members of the Department. Fire Chief will be requesting in the Fire Department 2023 Budget the cost for two members of the Department to attend one course being offered. There was discussion as far as the per diem for Volunteer Firefighters on courses. CAO advised that Council had requested to do a review of the Travel Expense Policy and the Council Remuneration By-law. This will be brought forward to the Regular Meeting of Council, March 14th, 2023 and the Fire Department will be included in the Travel Expense Policy.

c) Tanker Shuttle Accreditation:

More research has been done on this matter. The Fire Chief advised that in order to qualify for insurance savings, the insurance company simply requests a copy of the certificate. In order to be certified by the Fire Underwriters Service the Municipality requires the following:

- 8 km's from Fire Station of the equipment using – Fire Chief advised that we are now at 85%

- 5 km's of approved water source that the department will be using
- 2nd Tanker
- Dry hydrants or hydrants approved with the water sources. East Ferris would require four dry hydrants to start:
 - Centennial Crescent
 - MacPherson Drive
 - Big Moose Road
 - South Shore Road

The Municipality will also require three cisterns. Fire Chief is looking at locations for these cisterns:

- Astorville
- Corbeil
- Central

Fire Department will be requesting money in their 2023 Budgets for the start of the preparation of the Tanker Shuttle Accreditation

d) Discussion – East Ferris Fire Department Master Plan:

Fire Chief has been reviewing the Master Plan that was prepared in 2010. In reviewing the Plan, the Chief advises that there are approximately twenty items of the plan that needs to be addressed which entail more policies and procedures. The Fire Department is working on the creation of a new plan and will be forwarded for approval when ready.

e) Discussion – Municipality of East Ferris Community Risk Assessment:

Risk Assessment is to be completed and in place by July 2024. Chief Amyotte working on the RA. Chief is compiling information and placing it together. Fire Chief and Administrative Assistant have registered for Risk Assessment course.

f) Review Mutual Aid By-Law No. 2019-35:

Mutual Aid By-law is required to be reviewed every 5 years. By-law was passed in 2019. Chief will advise if By-law is required to be changed and will advise the committee at the next meeting.

5. **Referred from previous meeting:** No items of referral from last meeting

6. **Other Business:**

Fire Department will be doing hose testing in the near future

7. **Adjournment:** Meeting adjourned at 10:15 a.m.