



BIDDULPH BLANSHARD FIRE BOARD

REGULAR MEETING MINUTES

November 7, 2024, 5:00 p.m.
Biddulph-Blanshard Fire Station
511 Station Street, Granton, ON N0M 1V0

Present: Cathy Burghardt-Jesson
Fire Chief, Steve Toews
Deputy Chief, Mike Fletcher
Sam Corriveau
Norm Bilyea
Robert C. Wilhelm

Also Present: Ron Reymer
Tracy Loyens
Fred Tranquilli

Members Absent: Alex Westman

1. **CALL TO ORDER**

Chair C. Burghardt-Jesson called the meeting to order at 5:00 pm.

2. **DISCLOSURE OF PECUNIARY INTEREST & NATURE THEREOF**

None

3. **ADOPTION OF MINUTES**

Resolution No. 11-2024

Moved by Robert C. Wilhelm

Seconded by Sam Corriveau

THAT the meeting minutes of March 14, 2024 and July 17, 2024 be approved as circulated.

CARRIED

4. FIRE CHIEF'S/DEPUTY CHIEF'S REPORT

Chief Toews reviewed his Chief's report for the Board.

Deputy Chief Fletcher reviewed the fire calls since the last meeting

Chief Toews is requesting that Perth South should actively look for a Fire Inspector, currently Perth South does not have an appointed Inspector.

Discussion on a once per month meeting with Perth South CAO Fred Tranquilli, CAO Ron Reymmer and Secretary/Treasurer Tracy Loyens meet with Chief Steve Toews and/or Deputy Chief Mike Fletcher once per month to improve communication.

Chief Toews informed the Board that one of the Biddulph Blanshard Firefighters, Brittany McKinnon will be retiring. Brittany has provided the department with twelve years of service.

Resolution No. 12-2024

Moved by Sam Corriveau

Seconded by Norm Bilyea

THAT the Fire Chief's report dated November 7, 2024 be received for information.

CARRIED

5. TREASURER'S REPORT

5.1 Accounts as Paid

Resolution No. 13-2024

Moved by Robert C. Wilhelm

Seconded by Norm Bilyea

THAT the Biddulph Blanshard Fire Area Board approve the attached list of payables totaling \$21,902.97 as paid.

CARRIED

5.2 Review Year to Date Budget

Resolution No. 14-2024

Moved by Robert C. Wilhelm

Seconded by Norm Bilyea

THAT the 2024 YTD financial statements be received for information.

CARRIED

The following comment was made:

Chief, Steve Toews would like to see the Practice rate of \$25.00 be adjusted by COLA yearly.

Resolution No. 15-2024

Moved by Norm Bilyea

Seconded by Sam Corriveau

THAT the following wage rates be approved for 2024:

- *Fire Chief - \$13,242*
- *Deputy Chief - \$3,312*
- *Captain - \$1,500 (per captain)*
- *Training Officer - \$2,652 (per officer)*
- *Rate per firefighting hour \$35.16/hr*
- *Practice - \$25 (per hour)*
- *Practice Bonus for at least 75% attendance - \$700*
- *Secretary-Treasurer - \$600*
- *Meeting Rate (per meeting) - \$100*

CARRIED

5.3 2025 Draft Budget

The following comments were made;

- F. Tranquilli requested that new line items be made for pager purchases, IT Maintenance, and Legal as they were previously in other Miscellaneous Accounts.
- R. Wilhelm mentioned that the Board consider two new sets of tires for the Pumper and Tanker #1, these tires are very old and pose a safety concern.
- Deputy Chief Mike Fletcher informed the Board that the Pumper requires a replacement light bar or possibly a repair to the current one. The Board felt it would be better to order a new one and forgo a service call etc. to service the old existing one.

Resolution No. 16-2024

Moved by Norm Bilyea

Seconded by Robert C. Wilhelm

THAT the 2025 draft budget showing total revenues and expenses of \$362,095.00 be adopted and recommended to Council for approval.

CARRIED

6. OTHER BUSINESS

6.1 Appointment of new Secretary/Treasurer 2025

Resolution No. 17-2024

Moved by Robert C. Wilhelm

Seconded by Sam Corriveau

THAT the Biddulph Blanshard Fire Board appoint Tracy Loyens as the Secretary/Treasurer.

CARRIED

6.2 Meeting Dates 2025

Meeting Dates set for 2025

February 13, 2025 5:00 pm at the Granton Fire Hall

May 8, 2025 5:00 pm at the Granton Fire Hall

September 4, 2025 at the Granton Fire Hall

November 6, 2025 at the Granton Fire Hall

7. ADJOURNMENT

Resolution No. 18-2024

Moved by Robert C. Wilhelm

Seconded by Sam Corriveau

RESOLVED that the meeting be adjourned at 7:39 p.m.

CARRIED

Chair

Secretary-Treasurer