



**Paisley Fire Hall Sub-Committee
Meeting PFSC#1-2020
September 14, 2020 at 6:00 p.m.
Location – Paisley Fire Station**

Minutes

Members Present:

Mayor Steve Hammell
Deputy Mayor Mark Davis
Councillor Melissa Kanmacher
Councillor Brian Dudgeon
Member Nancy Sharma
Member Brett Skinn

Staff Present:

B. Jones, CAO/Clerk
R. Bonderud, Fire Chief
D. Teeple, Deputy Chief
T. Neifer, Treasurer (Recording Secretary)

1. Call meeting to order

CAO Jones called the meeting to order at 6:03 pm. No changes to the agenda were noted.

2. Introductions

The Committee members and staff provided a general introduction about themselves and their relationship or experience with Fire services.

3. Selection of Committee Chairperson

CAO Jones explained the role of the Committee Chair and asked the members if anyone was interested in accepting the role, or if there was nomination of a Committee member. Councillor Dudgeon nominated Councillor Kanmacher, and Councillor Davis seconded the nomination. Councillor Kanmacher accepted the nomination as Committee Chair. The Committee passed the following resolution:

Moved by: Member Dudgeon

Seconded by: Member Davis

Be it Resolved that the Paisley Fire-Sub Committee appoints Councillor Kanmacher as Chair of the Paisley Fire-Sub Committee.

Carried Resolution #PFSC1-1-2020

4. Notice of pecuniary Interest

None declared.

5. New Business

a. Review the terms of reference (CAO/Clerk)

The Committee reviewed the Terms of Reference as presented and passed the following resolution:

Moved by: Member Davis

Seconded by: Member Sharma

Be it Resolved, that the Paisley Fire-Sub Committee approves the Terms of Reference as presented

Carried Resolution #PFSC1-2-2020

b. Tour and History of existing fire station (Chief Bonderud)

Chief Bonderud and Deputy Chief Teeple provided a narrative overview of the Fire Station followed by a tour of the building. Discussion included age, building ownership, building contents and current condition, and future needs of a new build.

Chief Bonderud and Deputy Chief Teeple reviewed a list of items that suggest “Best Practice” as per the Occupational Health and Safety Act Guidance Notes under Section 21.

Action Item: Staff to confirm ownership of the Paisley Fire Station (CAO Jones)

Action Item: Staff to determine dimensions of existing building (Chief Bonderud)

c. Discuss Fire Department Service Area (Chief Bonderud)

Chief Bonderud explained that service area map is available in the office for members to review and understand the catchment area serviced by the Paisley Fire Station.

Action Item: Staff to circulate a picture of the service area to the Committee (CAO Jones)

d. Appraised valuation of existing Fire Station (CAO/Clerk)

CAO Jones reviewed the appraised valuation and after general discussion the Committee passed the following resolution:

Moved by: Member Davis

Seconded by: Member Skinn

Be it Resolved, that the Paisley Fire-Sub receive the property valuation report for the existing Paisley Fire Hall.

Carried Resolution #PFSC1-3-2020

e. Preliminary Discussion (Chief Bonderud) – Fire Department requirements for Potential Sites (building size, ease of access, parking requirements, etc...)

The committee discussed possible options for location of a Fire Station, noting that the design of a station was needed to assess size and adequacy of a location.

- f. **Professional assistance for concept development** (Discussion to gauge the interest/need for consultant, designer, engineer to assist the group)

The Committee discussed the requirements of a new building and some of the options that staff would like to see be considered. Chief Bonderud noted that building designs had been presented to Council previously and these could be brought forward to the Committee for discussion. The Committee also discussed the opportunity to visit Fire Stations in the area that represent the requirements for a new build. Funding and revenue opportunities were discussed (grants, rental options, partnerships). Bruce County Paramedics are stationed in Paisley once per week and use the station facilities through a mutual arrangement.

Action Item: Staff to research and develop a concept plan for a new build (Chief Bonderud, Deputy Chief Teeple)

Action Item: Staff to present to Committee previous designs presented to Council (Chief Bonderud)

Action Item: Staff to make recommendations and arrangement for visits to local fire stations. (Chief Bonderud, Deputy Chief Teeple)

Action Item: Staff to initiate contact with Bruce County Paramedics. (CAO Jones)

- g. **Potential sites** – Preliminary discussion - Sites that committee members know of that could/should be considered
Further discussion deferred until concept development completed.

h. Next Steps

Additional information is required on grant options. The Treasurer referred to Port Stanley Fire Station that received funds under the Green Municipal Fund delivered by the Federation of Canadian Municipalities (FCM).

Action Item: Staff to review criteria for funding from Green Municipal Fund and investigate other options (Treasurer)

6. Other business

Bruce County maps were made available to the Committee for information.

7. Next meeting date

The next meeting will be called by the Chair once additional information has been received from the action items.

8. Adjournment

The Committee passed the following resolution:

Moved by: Member Dudgeon

Seconded by: Member Sharma

Be it Resolved that the Paisley Fire-Sub Committee adjourns the meeting at
7:16 pm

Carried Resolution #1-4-2020