

## Lucknow and District Fire Board Minutes

**Date:** December 14, 2023

**Time:** 7:00 pm

**Location:** Lucknow, ON

Members Present Bill Vanstone, Chair  
Curtis Blake  
Scott Gibson  
Glen McNeil  
Carl Sloetjes  
Larry Allison

Members Absent Jim Hanna

Staff Present Jennifer White  
Shane Watson, Fire Chief

Others Present Larry Allison attended as an alternate for Jim Hanna.  
Don Murray

### 1. Call to Order

The chair called the meeting to order at 7:00 p.m.

### 2. Disclosure of Pecuniary Interest

None disclosed.

### 3. Adoption of Minutes

None disclosed.

Motion No.: 12/14/23 LDFB - 01

**Moved By** Glen McNeil

**Seconded By** Curtis Blake

THAT the minutes of the Lucknow and District Fire Board meeting of September 21, 2023 be adopted as presented.

**Carried**

**4. Closed Session**

Motion No.: 12/14/23 LDFB - 02

**Moved By** Scott Gibson

**Seconded By** Larry Allison

THAT the Lucknow and District Fireboard move into closed meeting at 7:01pm for the purpose of considering:

- personal matters about an identifiable individual, including municipal or local board employees (personnel)

pursuant to Section 239(2) of the *Municipal Act, 2001*, as amended;

AND FURTHER THAT the Lucknow and District Fireboard return to regular open meeting upon completion.

**Carried**

**5. Matters Arising from Closed Session**

The Chair reported that information had been received on a personnel matter.

**6. Financial Reports**

**6.1 Financial Report Year to Date, LDFB-2023-12-14**

Motion No.: 12/14/23 LDFB - 03

**Moved By** Scott Gibson

**Seconded By** Curtis Blake

THAT the Lucknow and District Fire Board receive for information Report LDFB-2023-12-14.

**Carried**

**6.2 Lucknow District Fire Department Budget Estimates 2024, LDFB-2023-12-11**

The Fire Chief elaborated on the capital requests in the budget.

Self Contained Breathing Apparatus replacement schedule is estimated to be 5 cylinders per year, or whoever many may be purchased within the budget. This will mirror the equipment already available at the Ripley Station.

Operating Costs include an increase in insurance to keep the secondary pumper covered. Uniform costs are additionally increased.

The Board inquired about the different uses proposed for the secondary pumper. Staff confirmed that the secondary pumper could be useful in a field fire, but does not have the remote head turret. A brush truck would be more suited but is not included in the current capital request.

The business plan includes demo packs for SCBA. At 5 per year, the estimated replacement time is 3 years. The compressor will also need to be upgraded.

The Board inquired about the process for long-term budget planning. The Fire Chief will provide an estimated replacement time and price for large purchases, and each Council will consider allocating reserve amounts in their respective budgets. The Board does not have reserves, each respective Council determines the amount saved.

Motion No.: 12/14/23 LDFB - 04

**Moved By** Glen McNeil

**Seconded By** Curtis Blake

THAT the Lucknow & District Fire Board hereby approves Report LDFD-2023-12-11-prepared by Shane Watson, Fire Chief;

AND FURTHER approves the proposed Lucknow Fire Board budget, confirming that it fulfills the requirements of the Joint Fire Services Agreement Section 4(a);

AND FURTHER recommends approval of the proposed Budget by each respective Council.

**Carried**

## **7. Staff Reports**

### **7.1 Periodic Activities Report -4th quarter, LDFB-2023-12-13**

With regret the Fire Chief announced the retirement of the District Chief.

Motion No.: 12/14/23 LDFB - 05

**Moved By** Carl Sloetjes

**Seconded By** Scott Gibson

THAT the Lucknow & District Fire Board hereby receives for information Report LDFB-2023-12-13.

**Carried**

**8. New Business**

Mayor Murray thanked the Board and expressed concerns for the well-being of fire-fighters based on a series of recent incidents. The Fire Chief spoke to the programs in place to protect the mental health of volunteer firefighters. These programs include an Employee Assistance Program (with access to mental health and other wellness supports, "Boots on the Ground" program, Critical Incident Stress Management (CISM) program and peer support programs. All of these programs work together to support the well being of the fire services personnel and are deployed as required.

**9. Meeting Schedule**

**9.1 Lucknow and District Fire Board 2024 Meeting Schedule, LDFB-2023-12-12**

The 2024 meeting schedule is set as follows;

January 18, 2024, May 16, 2024, September 19, 2024 and December 19, 2024.

All meetings are scheduled to commence at 7pm at the Lucknow Fire Hall.

**10. Adjournment**

Motion No.: 12/14/23 LDFB - 06

**Moved By** Larry Allison

**Seconded By** Curtis Blake

THAT this meeting adjourn at 7:30 p.m.

**Carried**

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Chair

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Secretary