

**MINUTES OF THE JUNE 9, 2021
DUNDURN AND DISTRICT FIRE COMMISSION MEETING
HELD AT THE SHIELDS COMMUNITY CENTRE
COMMENCING AT 7:00pm.**

ATTENDANCE: Chair Noel Tomlenovich, RV of Shields
Steve Schwenker, RV of Thode
Jay Olyniuk, RM of Dundurn
Iver Johnson, RM of Dundurn
Andy Olson, RM of Dundurn
John Gourdeau, Town of Dundurn
Curtis Boyes, Town of Dundurn
Jamie Coulson, Administrator
Tom Willms, Fire Chief

GUEST: Alan Thomarat, RV of Thode

CALL TO ORDER & AGENDA REVIEW

Chair Tomlenovich called the meeting to order at 6:58pm.

Johnson/Schwenker Motion: That the agenda be accepted as presented. CARRIED 17/21

MINUTES

Boyes/Gourdeau Motion: That the minutes of the March 10th, 2021 meeting be approved as circulated. CARRIED 18/21

FINANCIAL REPORTS & PAYMENT OF ACCOUNTS

A. Financial Reports

Schwenker/Olyniuk Motion: That the May 2021 Income Statement, Balance Sheet & Bank Reconciliation be approved as presented. CARRIED 19/21

B. Payment of Accounts

Gourdeau/Schwenker Motion: That the payments from March 11th to June 3rd, 2021 totaling \$24,108.48 be approved. CARRIED 20/21

FIRE CHIEF'S REPORT

Fire Chief Willms reviewed some recent calls that the Dundurn Fire Department responded to. Access to Highway #219 was discussed.

The Stealth Truck has been a great addition to the Fire Department. The current Tanker is in need of some significant repairs.

Discussion about the change in pay structure for the Fire Department members.

Gourdeau/Johnson Motion: That the Fire Chief prepare a poll and information for rate payers regarding the possible tanker replacement and impact on levy. CARRIED 21/21

Please inform the Fire Department in advance if your municipality has planned any events for Canada Day.

Discussion about possibly offering a service of controlled burns at a cost.

Olyniuk/Gourdeau Motion: That the Fire Chief's report be accepted. CARRIED 22/21

OLD BUSINESS

- A. Dundurnfire.ca website – will continue to update.
- B. *Gourdeau/Boyes* Motion: That the offer of \$525 from the Resort Village of Thode for the purchase of the laptop used by the Administrator be accepted. CARRIED 23/21
- C. Water rescues – Administrator will follow up on insurance/liability coverage for using third party boats for water rescues.
- D. *Johnson/Schwenker* Motion: To circulate the updated Dundurn Fire Department Agreement for Municipal approval. CARRIED 24/21
- E. Bylaw No. __/21:
 - a. Oath of Office
 - b. Commission Policy and Guidelines
 - c. Communication Policy and Guidelines
 - d. Public Notice
 - e. Financial Control Policy
 - f. Disaster Recovery
 - g. Harassment Prevention Policy
 - h. Charitable Involvement

Schwenker/Boyes Motion: Second reading of Bylaw __/21, a Bylaw to adopt the Policies and Guidelines listed (a to h). CARRIED 25/21

Johnson/Gourdeau Motion: Third reading of Bylaw __/21, a Bylaw to adopt the Policies and Guidelines listed (a to h). CARRIED 26/21

NEW BUSINESS

- A. *Schwenker/Johnson* Motion: To accept the 2020 Dundurn and District Fire Commission Audited Financial Statements as presented. CARRIED 27/21

- B. Fire Bans – will be a council/municipal decision. Discussion about partial fire bans.

- C. *Schwenker/Gourdeau* Motion: To set up SaskPower, SaskEnergy, SaskTel and Mastercard as pre-authorized payments. CARRIED 28/21

- D. Bylaw No. __/21: a. Operating Agreement
 - b. Record Retention
 - c. Investment Policy and Guidelines
 - d. Procurement Policy and Guidelines
 - e. Employment/HR Management Policy
 - f. Asset Management Policy/Agreements

Johnson/Schwenker Motion: First reading of Bylaw __/21, a Bylaw to adopt the Policies and Guidelines listed (a to f). CARRIED 29/21

- E. ICS100 training - being offered to EMO committees at the Dundurn Community Hall on August 21st, 2021.

NEXT MEETING

The next Dundurn and District Fire Commission meeting will be held on September 8th, 2021 at 7:00pm at the Shields Community Centre.

ADJOURNMENT

Johnson/Boyes Motion: That the meeting be adjourned at 8:42pm. CARRIED 30/21

Chair

Recorder