



**REPORT OF THE  
FIRE SERVICES AND EMERGENCY PLANNING COMMITTEE  
Minutes No. FIRE-01-16**

Minutes of the Fire Services and Emergency Planning Committee meeting held on Thursday January 7, 2016, at 9:30 a.m., in the Council Chambers, Halton Hills Civic Centre.

Members Present: Councillors B. Lewis (Chair); Mayor R. Bonnette; Councillors M. Albano, B. Inglis, M. Johnson

Staff Present: B. Marshall, CAO & Fire Chief; H. Olivieri, Deputy Chief;  
B. Morrison, Assistant Deputy Chief; S. Jones, Town Clerk

**1. CALL TO ORDER**

The Chair called the meeting to order at 9:30 a.m. in the Council Chambers.

**2. DISCLOSURES OF PECUNIARY INTEREST**

NIL

**3. COMMITTEE DELEGATIONS/PRESENTATIONS**

- A. Harry Olivieri, Deputy Chief & Tim Lindsay, Halton Region were present and made a presentation to the Fire Services and Emergency Planning Committee regarding Disaster –LAN.

(refer to Item 4A, Report No. FIRE-2016-0001)  
(PowerPoint on file in the Clerk's Office)

T. Lindsay provided an update to committee regarding the Disaster Local Area Network (LAN). The LAN is a web based device which connects to the internet and has the ability to work with different organizations to share and gather information during an emergency and/or a significant event. All the information gathered is time and date stamped which creates an audit trail. Additionally users of the LAN can create and document tasks through a process called Task Manager. The participating organizations can follow through on the tasks, update, and mark as accomplished when the task is completed. The LAN has a built in geographical mapping system which allows user to share mapping details, and as well has the ability to stream videos (ie. to view road conditions).

- B. Bruce Morrison, Assistant Deputy Chief was present and made a presentation to the Fire Services and Emergency Planning Committee regarding Tanners Drive Fire.

(refer to Item 4C, Report No. FIRE-2016-0004)  
(PowerPoint on file in the Clerk's Office)

B. Morrison provided a presentation to committee regarding a residential fire that took place the afternoon of November 17, 2015. He advised committee of the situation first responders faced, including the need for rescue efforts. One young victim was rescued from the fire and was then transferred via ORNGE helicopter, who were on scene, to hospital. The cause of the fire remains undetermined at this time.

<b>4. REPORTS &amp; MEMORANDUMS FROM OFFICIALS – SIX (6) ITEMS FOR RECOMMENDATION</b>
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\* Denotes Change From Recommendation within the Report or Memorandum

- A. **REPORT NO. FIRE-2016-0001 dated December 17, 2015 regarding Disaster-LAN Incident Management Software. (Recommendation No. FIRE-2016-0001)**

THAT Report No. FIRE-2016-0001 dated December 17, 2015, regarding Disaster-LAN Incident Management Software be received.

CARRIED

- B. **REPORT NO. FIRE-2016-0003 dated December 17, 2015 regarding Nguyen Family Donations. (Recommendation No. FIRE-2016-0002)**

THAT Report No. FIRE-2016-0003 dated December 17, 2015 regarding the Nguyen Family Donations be received.

CARRIED

- C. **REPORT NO. FIRE-2016-0004 dated December 17, 2015 regarding Structure Fire - 108 Tanners Drive, Acton. (Recommendation No. FIRE-2016-0003)**

THAT Report No. FIRE-2016-0004 dated December 17, 2015 regarding the structure fire at 108 Tanners Drive in Acton be received.

CARRIED

- D. **REPORT NO. FIRE-2016-0005** dated December 18, 2015 regarding Full-Time and Part-Time Recruitment Process. (Recommendation No. FIRE-2016-0004)

THAT Report No. FIRE-2016-0005, dated December 18, 2015 "Full-Time and Part-Time Firefighter Recruitment Process" be received for information.

CARRIED

- E. **MEMORANDUM NO. MEM-FIRE-2016-0001** dated December 17, 2015 regarding Annual Toy Drive. (Recommendation No. FIRE-2016-0005)

THAT MEMORANDUM NO. MEM-FIRE-2016-0001 dated December 17, 2015 regarding Annual Toy Drive be received for information.

CARRIED

- F. **MEMORANDUM NO. MEM-FIRE-2016-0002** dated December 17, 2015 regarding 2015 Recognition Night. (Recommendation No. FIRE-2016-0006)

THAT MEMORANDUM NO. MEM-FIRE-2016-0002 dated December 17, 2015 regarding 2015 Recognition Night be received for information.

CARRIED

## 5. CLOSED SESSION

### Recommendation No. FIRE-2016-0007

THAT the Fire Services and Emergency Planning Committee hereby convene into Closed Session for the following purposes:

- A. **REPORT NO. FIRE-2016-0002** dated December 17, 2015 regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – (Violations related to Open Air Burning).

CARRIED

Committee moved into Closed Session at 10:40 a.m.

## 6. RECONVENE INTO OPEN SESSION

Recommendation No. FIRE-2016-0008

THAT the Fire Services and Emergency Planning Committee hereby reconvene into Open Session.

CARRIED

Committee reconvened into Open Session at 11:10 a.m.

<b>CONFIDENTIAL REPORTS &amp; MEMORANDUMS FROM OFFICIALS - ONE ITEM FOR RECOMMENDATION</b>
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- A. **REPORT NO. FIRE-2016-0002 dated December 17, 2015 regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – (Violations related to Open Air Burning). (Recommendation No. FIRE-2016-0009)**

THAT Confidential Report No. FIRE-2016-0002 dated December 17, 2015 regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – (Violations related to Open Air Burning) be received;

AND FURTHER THAT staff carry out Committees direction.

CARRIED

### Remarks from the Chair/Committee:

- A. Councillor M. Johnson requested that the Mayor send a letter of thanks to the Province for the teamwork offered by ORNGE during the recent rescue efforts of a residential fire victim (see 4C).
- B. Councillor B. Lewis, on behalf of the Committee, sent his gratitude to the Firefighters for their hard work on behalf of the entire community and CASHH, for their involvement in a fundraising hockey game which raised close to \$10,000 in support of the Cancer Assistance Services of Halton Hills.

**7. MOTION TO ADJOURN**

THAT this now do adjourn at 11:20 a.m.

CARRIED

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Rick Bonnette

MAYOR

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Suzanne Jones

CLERK