



## Corporation of the Municipality of South Huron

### Fire Services Advisory Committee

Friday, July 26, 2024, 1:00 p.m.

Exeter Fire Hall

55 William Street, Exeter ON

#### Accessibility of Documents:

Documents are available in alternate formats upon request. If you require an accessible format or communication support, please contact the Clerk's Department at 519-235 -0310 or by email at [clerk@southhuron.ca](mailto:clerk@southhuron.ca) to discuss how best we can meet your needs.

#### Pages

1. Call to Order

2. Agenda

**Recommendation:**

**That the Fire Services Advisory Committee approves the Agenda as presented.**

3. Disclosure of Pecuniary Interests and the General Nature thereof

4. Minutes

4.1 Minutes of the June 18, 2024 and July 10, 2024 Fire Services Advisory Committee Meeting

1

**Recommendation:**

**That the Fire Services Advisory Committee adopts the minutes of June 18, 2024 and July 10, 2024 as printed and circulated.**

5. Business to be Discussed

5.1 Review of Findings on 177 Center Street, Dashwood

5.2 Review of Kerwood Fire Station Tour

5.3 Next Steps

6. Correspondence

7. Other Business

8. Adjournment

**Recommendation:**

**That the Fire Services Advisory Committee hereby adjourns at \_\_\_\_ p.m., to meet again on \_\_\_\_\_ at \_\_\_\_\_ or at the Call of the Chair.**



**Corporation of the Municipality of South Huron**  
**Fire Services Advisory Committee**  
**Minutes**

**Tuesday, June 18, 2024, 4:00 p.m.**  
**Exeter Fire Hall**  
**55 William Street, Exeter ON**

Members Present:     Ted Oke, Chair  
                                 Aaron Neeb, Vice-Chair  
                                 Jim Dietrich, Member

Staff Present:           Rebekah Msuya-Collison, Chief Administrative Officer/Deputy Clerk  
                                 Jeremy Becker, General Manager of Community and Emergency Services/Fire Chief  
                                 Mike Rolph, Director of Building and Planning Services/CBO  
                                 Scott Currie, Manager of Communications and Strategic Initiatives  
                                 Alex Wolfe, Clerk/Recording Secretary

1.     Call to Order

Chair Oke called the meeting to order at 4:02 p.m.

2.     Agenda

Amendment to Agenda to appoint Chair/Vice-Chair annually per the TOR.

**Motion:** 01-2024

**Moved:** Jim Dietrich, Member

**Seconded:** Aaron Neeb, Vice-Chair

**That the Fire Services Advisory Committee approves the Agenda as amended.**

**Disposition: Carried**

3. Appoint Chair/Vice-Chair

Member Neeb nominated Member Oke as Chair, there were no further nominations. Member Dietrich nominated Member Neeb as Vice-Chair, there were no further nominations.

**Motion:** 02-2024

**Moved:** Aaron Neeb, Vice-Chair

**Seconded:** Jim Dietrich, Member

**That the Fire Services Advisory Committee appoints Member Oke as Chair to the Committee.**

**Disposition: Carried**

**Motion:** 03-2024

**Moved:** Jim Dietrich, Member

**Seconded:** Ted Oke, Chair

**That the Fire Services Advisory Committee appoints Member Neeb as Vice Chair to the Committee.**

**Disposition: Carried**

4. Disclosure of Pecuniary Interests and the General Nature thereof

None.

5. Minutes

**Motion:** 05-2024

**Moved:** Jim Dietrich, Member

**Seconded:** Aaron Neeb, Vice-Chair

**That the Fire Services Advisory Committee adopts the minutes of November 22, 2023 as printed and circulated.**

**Disposition: Carried**

6. Review of Committee Terms of Reference and Status Update

The Committee reviewed the changes to the Terms of Reference approved by Council.

Staff provided the Committee with an status update on changes since the last Committee meeting, including remediation work completed at the Exeter and Dashwood Fire Stations and provided an update on the former Huron Park Fire Station.

## 7. Business to be Discussed

### 7.1 Review of Overall Project Scope

Staff noted the following initial project build scope for a replacement fire station at 177 Centre Street, Dashwood:

- Apparatus Floor / Bays – 4800 Sq Ft (3 bays double deep)
- Ancillary Service Space – 784 Sq Ft
- Ancillary Offices/Training Room/small kitchen – 2446 Sq Ft
- Mezzanine Storage / Mechanical Room - 607 Sq Ft
- Total Building Floor Area – 8637 Sq Ft

### 7.2 Review of Site Preparation

Staff advised the first step of the process was to obtain the studies to determine the property suitability. The investigation of the property was included in the 2024 budget. Staff are proceeding with obtaining quotes per the procurement policy to obtain the following initial studies/reports:

- Property Survey
- Topographic Survey
- Geotechnical Study and Report including an Excess Soil Management Plan.
- Functional Servicing Report including a Stormwater Management Brief and preliminary design.

It was noted there is a well on the property to be decommissioned, and that a grant is available through the Huron County Clean Water Project for this.

### 7.3 Review of Build Options

The Committee discussed a design bid build, to be looked at further once initial information is brought back.

### 7.4 Review of Grant Opportunities

Staff provided the Committee with an overview of current grant opportunities through the Federation of Canadian Municipality's Green Fund. Staff continue to investigate other grant opportunities. The Committee discussed funding options.

8. Next Steps

Staff will proceed with obtaining initial studies to determine site suitability.

Committee to tour Kerwood Fire Station, staff to circulate doodle poll for available dates. Committee meeting on Friday, July 26, 2024 at 1pm to review the responses from initial studies/reports and determine next steps.

9. Correspondence

None.

10. Other Business

None.

11. Adjournment

**Motion:** 06-2024

**Moved:** Aaron Neeb, Vice-Chair

**Seconded:** Jim Dietrich, Member

**That the Fire Services Advisory Committee hereby adjourns at 5:35 p.m., to meet again at the Call of the Chair.**

**Disposition: Carried**

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Ted Oke, Chair

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Alex Wolfe, Clerk/Recording Secretary



**Corporation of the Municipality of South Huron**

**Fire Services Advisory Committee**

**Minutes**

**Wednesday, July 10, 2024, 1:00 p.m.**

**Fire Station Tours**

Members Present: Ted Oke, Chair  
Aaron Neeb, Vice-Chair  
Jim Dietrich, Member

Staff Present: Rebekah Msuya-Collison, Chief Administrative Officer/Deputy Clerk  
Jeremy Becker, General Manager of Community and Emergency Services/Fire Chief

1. Tour Starts at 1:00 p.m.

The tour began and departed from Town Hall at 1:01 p.m.

2. Fire Station Tours

This session was set aside for Fire Services Advisory Committee members to tour fire stations in order to understand station components and layout, which supports the work of the Committee.

The group left from Municipal Town Hall and toured the Kerwood Fire Station (Township of Adelaide Metcalfe).

3. Adjournment

**Motion:** 07-2024

**Moved:** Jim Dietrich, Member

**Seconded:** Aaron Neeb, Vice-Chair

**That the Fire Station Tour meeting be adjourned at 3:23 p.m.**

**Disposition: Carried**

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Ted Oke, Chair

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Alex Wolfe, Clerk/Recording Secretary