

HILTON UNION FIRE BOARD

Regular Meeting

MINUTES

May 20, 2026

7:00 p.m.

Present: Chairperson Brian Delvecchio
Fire Chief Robert Hope
Deputy Fire Chief Dan See
Dave Leask
Mike Garside
Sarah Brown
Rod Wood

Acting Secretary-Treasurer Britney MacKay

Absent: Kelly Rathwell
Sally Cohen
Janet Gordanier

Chairperson Brian Delvecchio called the meeting to order at 6:58 p.m.

Resolution #F2026-05

Moved: Rod Wood

Seconded: Mike Garside

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT accepts the agenda of May 20, 2026, as presented. *CARRIED*

There were no declarations of pecuniary interest.

The Board reviewed the minutes from the February 25, 2026 regular meeting.

Resolution #F2026-06

Moved: Sarah Brown

Seconded: Dave Leask

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does approve the minutes of the regular meeting of February 25, 2026. *CARRIED*

Fire Chief Updates:

Fire Chief Robert Hope provided an update on fire calls and volunteer status since the last meeting.

There were seven (7) fire calls. For three (3) consecutive Fridays the Fire Department received calls. One call involve a fire at the Jocelyn Landfill, where the Jocelyn and St. Joseph Fire Departments requested assistance from Hilton Union Fire Department to attend with their tanker and pumper.

The Fire Department also attended a kitchen fire at the Island Villa located in the Village. Meat had been left unattended cooking on the stove, rendering down and burning. The building was evacuated, the fire extinguished, and the building ventilated. Volunteers secured the area to ensure all residents had exited safely. The Fire Chief reminded residents that when evacuating during a fire, doors should be left unlocked so firefighters can quickly access apartments to confirm they are empty. As this was the second fire call to the

HILTON UNION FIRE BOARD - Regular Meeting
MINUTES – May 20, 2026

Island Villa within a year, a practice fire drill was organized with the Hilton Union Fire Department and ADSAB. It was noted that some residents were reluctant to evacuate during the alarm, and another fire drill is planned in the near future.

Another fire call involved a house fire in the Township caused by improper disposal of hot ashes from a wood stove. Residents were reminded to dispose of ashes safely and properly.

There have been six (6) training events since the last meeting.

There are currently ten (10) active volunteers, including new volunteer Andrew Brown.

The Fire Chief continues to actively monitor and bid on affordable replacement pumper/tanker combination vehicles through the government auction site.

The Fire Board reviewed a memorandum prepared by Acting Secretary-Treasurer Britney MacKay regarding expenditures from the 2026 Fire Protection Grant. The report stated that the \$16,000.00 grant awarded to the Township was used to purchase four (4) new turnout coats, five (5) turnout pants, seven (7) pairs of chainsaw boots, and the remaining funds were applied toward turnout pants purchased in 2025. The funds have been fully expended.

The Fire Board also received a memo regarding a donation received by the Township on behalf of the Hilton Union Fire Department from Algoma Power Inc. in the amount of \$300.00 for emergency services support.

The Fire Board received a report regarding Administrative Penalties, including correspondence from the Ministry of Natural Resources. When the Fire Chief becomes aware of a potential contravention under the Wildland Fire Management Act or its associated regulations, they may report the incident and provide relevant information to the Ministry's local Fire Management Headquarters. The decision to issue an administrative penalty remains solely at the discretion of the Ministry.

The Fire Chief advised that he recently attended a commercial property in the Township where a large fire had been left unattended on a windy day. Attempts were made to contact the owner, and an employee subsequently extinguished the fire. Under the new Administrative Penalty regulations, the Fire Chief will issuing warnings in similar situations and advise that the Ministry of Natural Resources may be contacted should contraventions continue.

The Fire Board reviewed a report and draft budget. At the request of the Fire Chief, an additional \$10,000.00 contribution from both the Village and the Township was proposed so that a total of \$40,000.00 could be allocated to reserves for the future purchase of a truck.

Resolution #F2026-07
Moved: Rod Wood
Seconded: Sarah Brown

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does accept the proposed draft of the 2026 budget in the amount of \$112,178.18. *CARRIED*

HILTON UNION FIRE BOARD - Regular Meeting
MINUTES – May 20, 2026

Resolution #F2026-08

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does recommend to the respective Councils to increase the Fire Reserve Fund allocation to \$20,000.00 each in 2026.

A memorandum was received from the Ministry of Municipal Affairs and Housing regarding the “Municipal Buy Ontario Procurement Directive”. It was noted that priority should be given to purchasing products produced in Ontario; however, purchases may be made outside Ontario if the price is unreasonable, the vehicle has a gross vehicle weight rating greater than 4,500 kg, or the vehicle is used.

Chairperson Brian Delvecchio invited members to bring forward any additional business.

Sarah Brown advised that, with the assistance of Mike Garside, retired SCBA tanks have been placed at the Island Timber Mart, the Tilt’n Hilton, and the Hilton Beach General Store to collect donations for the Fire Department.

Mike Garside advised that he will bring the remaining retired aluminum tanks to Sault Ste Marie for scrap and donate the proceeds to the Department.

Fire Chief Robert Hope provided an update regarding firefighter certification requirements. There are currently four (4) qualified fire volunteers. Under O. Reg. 343/22: Firefighter Certification, effective July 1, 2026, all firefighters must either be certified or operate under the supervision of a certified firefighter.

The six (6) uncertified firefighters will continue to work under the supervision of certified volunteers while responding to calls. Certification costs are approximately \$7,000.00 per volunteer and require attendance at out-of-town training for a minimum of one (1) week. At this time, none of the volunteers are able to attend certification training.

Resolution #F2026-09

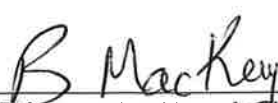
Moved: Dave Leask

Seconded: Sarah Brown

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does adjourn at 8:30 p.m. and agree to meet again at the Hilton Township Municipal Office on Wednesday, September 2, 2026, or at the call of the Chair or by petition from majority members of the Board.

CARRIED


Brian Delvecchio, Chairperson


Britney MacKay, Acting Secretary-Treasurer