

THE CORPORATION OF THE CITY OF PORT COLBORNE  
AND  
THE CORPORATION OF THE TOWNSHIP OF WAINFLEET

**FIRE SERVICES REVIEW COMMITTEE**

**MAY 30, 2024 – 10:00 A.M.**

**ELECTRONIC PARTICIPATION**

---

PRESENT:	J. MacLellan	Councillor/Co-chair (Wainfleet)
	M. Luey	Chief Administrative Officer (Wainfleet)
	M. Alcock	Fire Chief
	S. Schutten	Deputy Fire Chief
	T. Hoyle	Councillor/Co-chair (Port Colborne)
	S. Luey	Chief Administrative Officer (Port Colborne)
	B. Steele	Mayor (Port Colborne)
OTHER:	A. Chrastina	Deputy Clerk (Wainfleet)
	C. Schofield	Acting City Clerk (Port Colborne)
	J. Chamberlain	Port Colborne Professional Firefighters Association

**1. Call to Order**

Councillor MacLellan called the meeting to order at 10:03 a.m.

**2. Disclosures of Interest and the General Nature Thereof**

None

**3. Adoption of the Agenda**

The agenda was adopted as circulated.

**4. Approval of Minutes**

None

**5. Staff Updates**

None

**6. New Business**

a) Service Delivery Options - Committee member correspondence

S. Luey reviewed the service delivery options as outlined in the discussion guide provided by Councillor Hoyle.

Chief Alcock asked that committee members and stakeholders share any questions or feedback regarding this document with him directly.

b) Stakeholder Engagement

Stakeholder engagement was discussed in the review of service delivery options.

c) Work Plan

S. Luey reviewed the proposed work plan with the committee.

**7. Action Items**

**Chief Alcock outlined the following action items:**

- a) Any questions or considerations coming out of the service delivery document will be addressed and staff will report back to the committee.
- b) The committee determined stakeholder engagement will be conducted by way of survey. Chief Alcock will draft a survey to come back to the committee for review. The final survey will be launched and distributed with assistance from Port Colborne Communications staff.
- c) Staff will endeavour to have the survey concluded in time to present results at the June 17, 2024 meeting of the committee.

**8. Next Meeting**

The next meeting dates are confirmed, with the times to be confirmed prior to June 17, 2024:

- a) June 17, 2024 (City of Port Colborne)
- b) July 8, 2024 (Township of Wainfleet)
- c) July 22, 2024 (City of Port Colborne)

**9. Adjournment**

There being no further business, the meeting was adjourned at 10:28 a.m.

---

J. MacLellan, CHAIR

---

A. Chrastina, DEPUTY CLERK