



SHELburne & DISTRICT FIRE BOARD

February 6, 2024

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne and District Fire Department on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Shane Hall, called meeting to order at 7:00 pm.

1.2 **Land Acknowledgement**

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by M. Davie – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by F. Nix – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of January 2, 2024 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

None.

9. **New Business**

9.1 MMFB Resolution

Resolution # 3

Moved by A. Stirk – Seconded by M. Davie

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Mulmur-Melancthon Fire Board's Resolution.

Carried

Resolution # 4

Moved by J. Horner – Seconded by F. Nix

BE IT RESOLVED THAT:

The Chief bring back a staff report to the Board by the April Board meeting on the proposed Radio System upgrade.

Carried

9.2 Dufferin County Chief's Meeting Minutes

Resolution # 5

Moved by W. Mills – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Dufferin County Chief's meeting minutes.

Carried

9.3 RLB Engagement Letter

Resolution # 6

Moved by M. Davie – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Review Engagement Letter from RLB LLP;

AND THAT the Secretary-Treasurer be authorized to sign the letter.

Carried

9.4 2024 Cost Sharing

Resolution # 7Moved by W. Mills – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the 2024 Cost Sharing Breakdown;

AND THAT the Secretary-Treasurer distribute this to the participating municipalities.

Carried

9.5 Closed Session

Resolution # 8Moved by M. Davie – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following:

Personal matters about an identifiable individual, including municipal or local board employees.

Carried**Resolution # 9**Moved by E. Hawkins – Seconded by G. Little

BE IT RESOLVED THAT:

We do now rise and report progress at 7:42pm.

HR Committee to take the appropriate action.

Carried10. **Chief's Report**10.1 **Monthly Reports (January 2024)**

There was a total of 31 incidents for the month of December.

10.2 **Update from the Fire Chief**

The Chief advised that there was 1 inspection completed and 2 in progress.

Repairs and service to all roll up doors. The Chief is compiling data for multiple community risk assessments. The boundary review of the response boundary map and GIS for Next Generation 911 completed.

11. **Future Business:**

11.1 Nothing at this time.

12. **Accounts & Payroll – January 2024**

13.1 **Resolution # 10**

Moved by F. Nix – Seconded by M. Davie

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$197,880.49 for the period of December 23, 2023 to February 1, 2024 as presented and attached be approved for payment.

Carried

14. **Confirming and Adjournment**

14.1 **Resolution # 11**

Moved by W. Mills – Seconded by E. Hawkins

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

14.2 **Resolution # 12**

Moved by A. Stirk – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:47 pm to meet again on March 5, 2024 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Shane Hall
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of February 6, 2024

Municipality / Member	Present	Absent
Township of Amaranth		
Andrew Stirk	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X	
Fred Nix	X	
Township of Melancthon		
Darren White	X	
Bill Neilson		X
Town of Shelburne		
Wade Mills	X	
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	