



## **SHELburne & DISTRICT FIRE BOARD**

June 25, 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 7:01 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**

#### **Resolution # 1**

Moved by B. Neilson – Seconded by J. Horner

BE IT RESOLVED THAT:

The following item(s) be added to the agenda:

9.3 Automatic Aid – Ladder Truck

**Carried**

3. **Approval of Agenda**

3.1 **Resolution # 2**

Moved by B. Neilson – Seconded by J. Horner

**BE IT RESOLVED THAT:**

The Board of Management approves the agenda as amended.

**Carried**

4. **Approval of Minutes**

4.1 **Resolution # 3**

Moved by E. Hawkins – Seconded by F. Nix

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of April 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**

None.

9. **New Business**

9.1 2023 Annual Report

**Resolution # 4**

Moved by A. Stirk – G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's 2023 Annual Report;

AND THAT the Secretary distribute the report to the participating municipalities & County located fire services.

**Carried**

9.2 Township of Melancthon Motion

**Resolution # 5**

Moved by J. Horner – Seconded by M. Davie

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives Township of Melancthon's resolution regarding communication during significant events;

AND direct Fire Chiefs to discuss and develop an appropriate strategy.

**Carried**

9.3 Automatic Aid – Ladder Truck

**Resolution # 6**

Moved by E. Hawkins – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board receives Chief Malynyk's Automatic Aid Agreement for the Ladder truck.

**Carried**

10. **Chief's Report**

10.1 **Monthly Reports (April-May 2024)**

There was a total of 19 incidents for the month of April and a total of 27 incidents for the month of May.

10.2 **Update from the Fire Chief**

Received a \$24,318.56 grant from Firehouse Subs for the purchase of gas detectors. Applied for ROOTS Community Fund Grant through Trillium Mutual Insurance.

Attended annual OFM Mutual Aid Plan symposium, OAFCA Conference and Trade Show and "Charged for Life" lithium-ion battery symposium. Completed 5 planning reviews.

11. **Future Business:**

11.1 Nothing at this time.

12. **Accounts & Payroll – April-June 2024**

12.1 **Resolution # 7**

Moved by B. Neilson – Seconded by E. Hawkins

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$161,905.00 for the period of March 29, 2024 to June 20, 2024 as presented and attached be approved for payment.

**Carried**

8. **Unfinished Business**

8.1 Closed Session

**Resolution # 8**

Move By: M. Davie – Seconded By: A. Stirk

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: M. Davie – Seconded By: W. Mills

BE IT RESOLVED THAT:

We do now rise and report progress at 8:24 p.m;

AND receive the HR Report

**Carried**

13. **Confirming and Adjournment**

13.1 **Resolution # 10**

Moved by B. Neilson – Seconded by F. Nix

**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**

13.2 **Resolution # 11**

Moved by E. Hawkins – Seconded by B. Neilson

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 8:25 pm to meet again on July 9, 2024 at 5:45 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

Shane Hall  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

|   |
|---|
| Meeting Attendance Record Under Date of June 25, 2024 |
|---|

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



## **SHELBURNE & DISTRICT FIRE BOARD**

July 26, 2024

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne Public Library on the above mentioned date at 5:45 P.M.

### **Present**

As per attendance record.

#### 1. **Opening of Meeting**

1.1 Vice Chair, Gail Little, called meeting to order at 5:51 pm.

#### 2. **Approval of Agenda**

##### 2.1 **Resolution # 1**

Moved by W. Mills – Seconded by M. Davie

#### **BE IT RESOLVED THAT:**

The Board of Management approves the agenda as presented.

**Carried**

#### 3. **Pecuniary Interest**

3.1 No pecuniary interest declared.

#### 4. **Public Question Period**

4.1 No questions.



## 5. Closed Session

**Resolution # 2**

Move By: J. Horner – Seconded By: B. Neilson

BE IT RESOLVED THAT:

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

Labour relations or employee negotiations.

**Carried**

**Resolution # 3**

Moved By: F. Nix – Seconded By: W. Mills

BE IT RESOLVED THAT:

We do now rise and report progress at 8:50 p.m.

**Carried**

**Resolution # 4**

Moved By: J. Horner – Seconded By: M. Davie

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management authorizes the Chair to execute an Employment Agreement with the candidate as discussed;

AND FURTHER THAT the Secretary-Treasurer be directed to request the participating municipalities to adopt a by-law to appoint a new Fire Chief for the Shelburne & District Fire Department once an Employment Agreement has been reached with the selected candidate.

**Carried**

6. **Confirming and Adjournment**

6.1 **Resolution # 5**

Moved by B. Neilson – Seconded by W. Mills

**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**

6.2 **Resolution # 6**

Moved by F. Nix – Seconded by B. Neilson

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 8:52 pm to meet again on August 6, 2024 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

Shane Hall  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of July 26, 2024

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