



SHELburne & DISTRICT FIRE BOARD

November 5, 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 A. Stirk – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by J. Horner – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of October 1, 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.

8. **Unfinished Business**

8.1 2025 Draft Operating and Capital Budgets

Resolution # 3

Moved by W. Mills – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management adopt the 2025 Operating Budget in the amount of \$1,036,670.00 which represents a 16.15% increase over 2024;

And further that this request be circulated to the participating municipalities.

Carried

Resolution # 4

Moved by B. Neilson – Seconded by W. Mills

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management adopt the 2025 Capital Budget with a Capital Levy of \$530,000.00;

And that this request be circulated to the participating municipalities.

Carried

Board discussion on bringing a motion to County Council to request funding for the Simulcast Radio project.

9. **New Business**

9.1 2025 Firefighter Wage Schedule

Resolution # 5

Moved by A. Stirk – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management receives the 2025 Wage Schedule, effective January 1, 2025;

AND THAT the following changes be approved:

- On Call Wages increased to \$100.00 per day for all
- Change in hourly wages for all members
- Pre-course/On-line Training \$125 10 hours / \$250 20 hours / \$500 40+ hours

Carried

9.2 Dufferin County Fire Service Review

Resolution # 6

Moved by B. Neilson – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Dufferin County Multi-Jurisdictional Fire Prevention and Protection and Modernization Plan.

Carried

The Board discussed the need for change and some possible options. There won't necessarily be any cost savings but would provide efficiency and equal levels of service. More discussion to continue at future meetings in the new year.

9.3 Health & Safety – Terms of Reference

Resolution # 7

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Joint Health & Safety Committee Terms of Reference.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (October 2024)**

There was a total of 34 incidents for the month of October.

10.2 **Update from the Fire Chief**

Chief Pratt advised that he will be looking at succession planning in 2025.

Chief Pratt inquired about the Significant Incident Communication. The Board advised that the email the Chief provided to the Board over the weekend was exactly what they were looking for and that it would be up to Board members to pass on to staff if deemed necessary.

11. **Future Business:**

11.1 Levels of Service Review

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

12.1 **Resolution # 8**

Moved by E. Hawkins – Seconded by A. Stirk

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$21,614.31 for the period of September 28, 2024 to October 31, 2024 as presented and attached be approved for payment.

Carried

Resolution # 9

Moved by G. Little – Seconded by B. Neilson

BE IT RESOLVED THAT:

The HR Committee be authorized to purchase a retirement gift for Chief Snyder not to exceed \$1000.00.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 10**

Moved by G. Little – Seconded by A. Stirk

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 J. Horner – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:08 pm to meet again on December 6, 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 November 5, 2024

Municipality / Member	Present	Absent
Township of Amaranth		
Andrew Stirk	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X (zoom)	
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		
Dave Pratt – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	



SHELburne & DISTRICT FIRE BOARD

December 3, 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 Vice Chair, Gail Little, called meeting to order at 7:04 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**

8.1 Fire Service Review Update

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by A. Stirk – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 5, 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.

8. **Unfinished Business**

8.1 Fire Service Review Update

The Board had a brief discussion and would like this added to the next agenda.

9. **New Business**

9.1 Levels of Service Presentation

Resolution # 3

Moved by B. Neilson – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Levels of Service presentation;

AND THAT the Chief be invited to attend each Municipalities Council to share the presentation.

Carried

The Chief presented the Levels of Service presentation to the Board and the Board has requested the Chief attend each of their Municipalities to present to each Council.

10. **Chief's Report**

10.1 **Monthly Reports (November 2024)**

There was a total of 25 incidents for the month of November.

10.2 **Update from the Fire Chief**

No report this month.

11. **Future Business:**

11.1 Nothing at this time.

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

12.1 **Resolution # 4**

Moved by F. Nix – Seconded by A. Stirk

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$43,019.39 for the period of November 1, 2024 to November 28, 2024 as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 5**

Moved by J. Horner – 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

13.2 **Resolution #**

Moved by J. Horner – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:56 pm to meet again on January 7, 2025 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Gail Little
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of December 3, 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		
Dave Pratt – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	