



## **SHELburne & DISTRICT FIRE BOARD**

September 2, 2025

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 7:01 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**

None.

### 3. **Approval of Agenda**

#### 3.1 **Resolution # 1**

Moved by J. McLean – 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 B. Neilson – Seconded by E. Hawkins

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the dates of June 3, 2025 as presented.

**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**

8.1 **Fire Service Review Update**

The Chief advised the Board that there were approximately 80 firefighters from various Dufferin County Fire Services that went through the Mobile Live Fire Training Unit (MLFTU) in July.

9. **New Business**

9.1 **Town of Shelburne's CAO's Report – Future Fire Service**

**Resolution # 3**

Moved by E. Hawkins – Seconded by B. Neilson

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board of Management receives the Town of Shelburne's CAO's Report – Future Fire Service.

**Carried**

The Board discussed the desire to continue working collaboratively on a plan for a new/renovated fire station.

**Resolution # 4**

Moved by J. McLean – Seconded by F. Nix

BE IT RESOLVED THAT:

The Vice-Chair be authorized to work with the Town of Shelburne regarding the capital required for a new/renovated fire hall in a manner that allows the fire department to continue moving forward.

**Carried**

9.2 **2026 Draft Operating and Capital Budgets**

The Board discussed and asked the Secretary-Treasurer to prepare a report of the last 5 years budgets and households.

10. **Chief's Report**

10.1 **Monthly Reports (June - August 2025)**

There are a total of 39 incidents for the month of June 2025, 31 incidents for the month of July and 52 incidents for the month of August.

10.2 **Update from the Fire Chief**

The Chief advised the Board:

- We are currently up 65 calls year to date
- Chief and Deputy Chief will be reviewing the standby policy to see if it is worthwhile
- Dufferin EMS Chief Staples is working on the Tiered Response Agreement, MPDS will come into effect in December 2025

11. **Future Business:**

11.1 Nothing at this time.

12. **Accounts & Payroll – June - August 2025**

12.1 **Resolution # 5**

Moved by F. Nix – Seconded by B. Metzger

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$243,130.94 for the period of May 31, 2025 to August 29, 2025 as presented and attached be approved for payment.

**Carried**

13. **Confirming and Adjournment**

13.1 **Resolution # 6**

Moved by J. McLean – Seconded by B. Neilson

**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 # 7**

Moved by F. Nix – Seconded by B. Metzger

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 8:47 pm to meet again on Tuesday, October 7, 2025 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

Gail Little  
Vice Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of September 2, 2025

<b>Municipality / Member</b>	<b>Present</b>	<b>Absent</b>
<b>Township of Amaranth</b>		
Brad Metzger	X	
Gail Little	X	
<b>Town of Mono</b>		
Melinda Davie		X
Fred Nix	X	
<b>Township of Melancthon</b>		
James McLean	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>		
Dave Pratt – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	