



## **SHELburne & DISTRICT FIRE BOARD**

January 4, 2022

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 854 2811 4761) on the above mentioned date at 7:00 P.M.

### **Present**

As per attendance record.

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

1.1 Secretary-Treasurer, Nicole Hill, called meeting to order at 7:01 pm.

### 2. **Appointments of:**

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

Moved by H. Foster – Seconded by F. Nix

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

As required by paragraph 2 and 3 of the Agreement dated October 15<sup>th</sup>, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2022:

Chairperson: Walter Benotto

**Carried**

#### 2.2 **Resolution # 2**

Moved by H. Foster – Seconded by M. Mercer

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

Although not required by paragraph 2 and 3 of the Agreement dated October 15<sup>th</sup>, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2022:

Vice-Chairperson: Fred Nix

**Carried**

### 2.3 **Resolution # 3**

Moved by F. Nix – Seconded by H. Foster

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

As required by paragraph 2 and 3 of the Agreement dated October 15<sup>th</sup>, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2022:

Secretary-Treasurer: Nicole Hill

**Carried**

### 2.4 **Resolution # 4**

Moved by S. Martin – Seconded by W. Hannon

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

As required by paragraph 2 and 3 of the Agreement dated October 15<sup>th</sup>, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2022:

Auditors: RLB, LLP

**Carried**

### 3. **Additions or Deletions**

Add 10.1 Secretary-Treasurer Evaluation

### 4. **Approval of Agenda**

#### 4.1 **Resolution # 5**

Moved by J. Horner – Seconded by S. Martin

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

The Board of Management approves the agenda as amended.

**Carried**

5. **Approval of Minutes**

5.1 **Resolution # 6**

Moved by E. Hawkins – Seconded by F. Nix

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of December 7, 2021 as circulated.

**Carried**

6. **Pecuniary Interest**

6.1 No pecuniary interest declared.

7. **Public Question Period**

7.1 No questions.

8. **Delegations / Deputations**

8.1 No delegations present.

9. **Unfinished Business**

9.1 **2022 Capital Budget**

The Board discussed. Amaranth, Melancthon, Mono and Mulmur will be asking their Council's to start setting aside money in their Capital reserves for the building of a new fire station.

**Resolution # 7**

Moved by G. Little – Seconded by S. Martin

**BE IT RESOLVED THAT:**

The Shelburne and District Fire Board of Management adopt the 2022 Capital Budget in the amount of \$222,500.00;

AND THAT this request be circulated to the participating municipalities for approval.

**Carried**

10. **Unfinished Business**

10.1 Secretary-Treasurer Evaluation

The Chief, S. Hall and M. Mercer will be meeting in January.

11. **Chief's Report**

11.1 **Monthly Reports (December 2021)**

There was a total of 26 incidents for the month of December.

11.2 **Update from the Fire Chief**

The Chief advised that there were 3 inspections completed.

Participated in the Shelburne Santa Claus parade. Washroom renovations completed

The Chief developed a COVID-19 Rapid Antigen testing protocol. The Chief is working with the Dundalk Fire Department on an automatic aid agreement for tanker support.

12. **Future Business:**

12.1 Annual Audit (RLB)

13. **Accounts & Payroll – December 2021**

13.1 **Resolution # 8**

Moved by E. Hawkins – Seconded by G. Little

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$35,160.57 for the period of December 4, 2021 to December 29, 2021 as presented and attached be approved for payment.

**Carried**

14. **Confirming and Adjournment**

14.1 **Resolution # 9**

Moved by S. Hall – Seconded by M. Mercer

**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 # 10**

Moved by J. Horner – Seconded by H. Foster

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 7:50 pm to meet again on February 1, 2022 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

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Walter Benotto  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of January 4, 2022
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Municipality / Member	Present	Absent
<b>Township of Amaranth</b>		
Heather Foster	X	
Gail Little	X	
<b>Town of Mono</b>		
Sharon Martin	X	
Fred Nix	X	
<b>Township of Melancthon</b>		
Wayne Hannon	X	
Margaret Mercer	X	
<b>Town of Shelburne</b>		
Walter Benotto	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	