



SHELburne & DISTRICT FIRE BOARD

July 4, 2023

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne Public Library 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 the 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.

We encourage residents to review the call-to-action information by visiting the following website to further educate oneself: <https://www.dccrc.ca/educational-links/>

2. **Additions or Deletions**

Resolution # 1

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The following item be added to the agenda:

9.2 Discussion on Business License By-Laws

3. **Approval of Agenda**

3.1 **Resolution # 2**

Moved by E. Hawkins – Seconded by F. Nix

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 3**

Moved by B. Neilson – Seconded by D. White

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of June 6, 2023 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

No public present.

7. **Delegations / Deputations**

7.1 No delegations present.

9. **New Business**

9.1 **Review COVID 19 Vaccine Policy 2021-1**

Resolution # 4

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

THE Shelburne and District Fire Department COVID 19 Vaccine Policy be suspended.

Carried

9.2 **Discussion on Business License By-Laws**

The Board directed the Chief and Board Secretary to draft a by-law and bring it back to the Board.

The Chief advised that he would like to do a review of the fees for service by-law as well.

10. **Chief's Report**

10.1 **Monthly Reports (June 2023)**

There was a total of 37 incidents and approximately 266 staff hours for the month of June.

10.2 **Update from the Fire Chief (June 2023)**

Firefighters attended Melancthon Day and were the Winners of the First Responders Challenge

The Chief attended the Dufferin County Chief's meeting and a Workplace Investigation meeting. The Chief applied for 2 Enbridge/Fire Marshal's Council grants.

11. **Future Business:**

11.1 **Nothing at this time.**

12. **Accounts & Payroll – June 2023**

12.1 **Resolution # 5**

Moved by E Hawkins – Seconded by G. Little

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$14,516.36 for the period of June 2, 2023 to June 29, 2023 as presented and attached be approved for payment.

Carried

8. **Unfinished Business**

8.1 **Closed Session**

Resolution # 6

Moved by G. Little – Seconded by M. Davie

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following: litigation or potential litigation, including matters before administrative tribunals, affecting a municipality or local board.

Carried

Resolution # 7

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

We do now rise and report progress at 7:36 p.m.

Carried

HR Committee provided an update to the Board.

13. **Confirming and Adjournment**

13.1 **Resolution # 8**

Moved by W. Mills – Seconded by M. Davie

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 # 9**

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:38 pm to meet again on September 5, 2023 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 July 4, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Brad Metzger	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	