



## **SHELburne & DISTRICT FIRE BOARD**

June 7, 2022

The Shelburne & District Fire Department **Board of Management** meeting was held in person at 114 O'Flynn Street and electronically (Zoom ID 851 9673 0875) on the above mentioned date at 7:00 P.M.

### **Present**

As per attendance record.

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

1.1 Chair, Walter Benotto, called meeting to order at 7:00 pm.

### 2. **Additions or Deletions**

#### **Resolution # 1**

Moved by M. Mercer – Seconded by S. Hall

BE IT RESOLVED THAT:

The following items be added to the agenda:

9.5 Community Education by Fire Services RE: Fireworks

9.6 Cellular and Smart Phone Usage Policy

9.7 Review Hybrid Meeting Format

**Carried**

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

#### 3.1 **Resolution # 2**

Moved by S. Martin – 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 E. Hawkins – Seconded by S. Hall

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of April 5, 2022 as circulated.

**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.

8. **Unfinished Business**

8.1 None.

9. **New Business**

9.1 2021 Annual Report

**Resolution # 4**

Moved by G. Little – Seconded by H. Foster

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board of Management receives the Fire Chief's 2021 Annual Report;

AND THAT the Secretary-Treasurer send a copy of the report to the municipalities.

**Carried**

**9.2 Agreement for Activation of Tiered Response**

**Resolution # 5**

Moved by M. Mercer – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Letter of Agreement for the Activation of Tiered Response.

**Carried**

**9.3 Alternate Mutual Aid Coordinator**

**Resolution # 6**

Moved by S. Martin – Seconded by S. Hall

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the letter appointing Deputy Chief Jeff Clayton as Alternate Mutual Aid Coordinator for Dufferin County.

**Carried**

**9.4 Town of Shelburne Revised Land Acknowledgement**

**Resolution # 7**

Moved by S. Hall – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Town of Shelburne's Revised Land Acknowledgement and forwards on to all Councils for direction.

**Carried**

**9.5 Community Education by Fire Services RE: Fireworks**

The Chief advised the Board that if there is a public event to contact the Chief and he would try to get volunteers to set up a truck and public education table. The Board would like to see public education regarding Fireworks and Fireplace safety.

**9.6 Cellular and Smart Phone Usage Policy**

The Board received and discussed the policy.

## 9.7 **Review Hybrid Meeting Format**

The Fire Board will offer virtual and in-person meetings.

## 10. **Chief's Report**

### 10.1 **Monthly Reports (April & May 2022)**

There was a total of 20 incidents for the month of April and a total of 31 incidents for the month of May.

### 10.2 **Update from the Fire Chief**

The Chief advised that there were 15 inspections completed and 3 in progress.

The firefighter's 1<sup>st</sup> Annual golf tournament is June 11, 2022. We had 2 station tours by local school classes.

The Chief applied for Farm Credit Canada grant, attended the OAFCC conference and trade show and attended 2 Dufferin County Chiefs meetings.

## 11. **Future Business:**

11.1 Fire Chief Performance Appraisal.

## 12. **Accounts & Payroll – April & May 2022**

### 12.1 **Resolution # 8**

Moved by F. Nix – Seconded by H. Foster

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

The bills and accounts in the amount of \$105,071.00 for the period of March 31, 2022 to June 2, 2022 as presented and attached be approved for payment.

**Carried**

14. **Confirming and Adjournment**

14.1 **Resolution # 9**

Moved by S. Martin – 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**

14.2 **Resolution # 10**

Moved by H. Foster – Seconded by G. Little

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 7:55 pm to meet again on September 6, 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 April 5, 2022

<b>Municipality / Member</b>	<b>Present</b>	<b>Absent</b>
<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>		
Bill Neilson	X (v)	
Margaret Mercer	X (v)	
<b>Town of Shelburne</b>		
Walter Benotto	X	
Shane Hall	X	
<b>Township of Mulmur</b>		
Earl Hawkins	X (v)	
Janet Horner		X
<b>Staff</b>		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief	X	
Nicole Hill – Sec/Treas.	X	