



SHELburne & DISTRICT FIRE BOARD

May 2, 2023

The Shelburne & District Fire Department **Board of Management** meeting was held in person at 114 O'Flynn Street and electronically (Zoom ID 895 5176 8250) 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.

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**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by W. Mills – Seconded by B. Neilson

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 D. White

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of April 11, 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 Michelle Adams, CPA, CA, Senior Accountant, RLB

Resolution # 3

Moved by W. Mills – Seconded by F. Nix

BE IT RESOLVED THAT:

Leave be given to Michelle Adams, Senior Accountant, from RLB to address the Board.

Carried

8. **Unfinished Business**

8.1 **Draft Financial Statements**

Michelle Adams, RLB, reviewed the Financial Statements with the Board.

Resolution # 4

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Board accept and approve the Draft Consolidated Financial Statements for the year end of December 31, 2022 prepared, presented and amended by RLB.

AND THAT the Secretary-Treasurer be authorized to sign the representation letter.

Carried

Resolution # 5

Moved by D. White – Seconded by M. Davie

BE IT RESOLVED THAT:

The Operating Reserve Account be used to cover the 2022 deficit of \$8,925.14.

Carried

8.2 **Closed Session**

Resolution # 6

Moved by D. White – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management adopt the In-Camera Minutes under the date of April 11, 2023 as presented.

Carried

9. **New Business**

9.1 **Rescue 26 Replacement**

Resolution # 7

Moved by D. White – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management receives the Rescue 26 Replacement Report;

AND THAT the Fire Chief be authorized to negotiate the purchase of a used 2015 Valley Fire Spartan Wet Heavy Rescue from Brindle Mountain Fire Apparatus for a price not to exceed \$550,000 CAD.

Carried

9.2 **RFP 2023-01-SDFD Compressed Breathing Air System**

The RFP closed on Thursday May 4, 2023 at 14:00. RFP's will be opened on Monday May 8th with W. Mills and B. Neilson in attendance.

10. **Chief's Report**

10.1 **Monthly Reports (April 2023)**

There was a total of 37 incidents for the month of April.

10.2 **Update from the Fire Chief (January-March 2023)**

The Chief reviewed his presentation to potential new recruits with the Board for information purposes.

11. **Future Business:**

11.1 Nothing at this time.

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

12.1 **Resolution # 8**

Moved by F. Nix – Seconded by B. Metzger

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$43,943.39 for the period of April 7, 2023 to April 27, 2023 as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 9**

Moved by F. Nix – Seconded by B. Metzger

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 M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:28 pm to meet again on June 6, 2023 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Gail Little
Vice Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of May 2, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Brad Metzger	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X(v)	
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(v)	
Janet Horner	X	
Staff		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	