



SHELBURNE & DISTRICT FIRE BOARD

AGENDA

December 5, 2023

7:00 pm at the Fire Hall

- 1.1 Opening of Meeting
- 1.2 Land Acknowledgement
2. Additions or Deletions to Agenda
3. Approval of Agenda
4. Approval of Minutes – November 7, 2023
5. Disclosure of Pecuniary Interest
6. Public Question Period (15 min)
7. **Delegations / Deputations:**
 - 7.1 No delegations
8. **Unfinished Business:**
 - 8.1 2024 Capital Budget
 - 8.2 Closed Session
9. **New Business:**
 - 9.1 2022 Annual Report
10. **Chief's Report:**
 - 10.1 Monthly Reports – (November 2023)
 - 10.2 Update from Fire Chief
11. **Future Business:**
 - 11.1 Nothing at this time.
12. Accounts & Payroll – (November 2023)
13. Confirming Motion; Adjournment & Next Meeting Date



SHELburne & DISTRICT FIRE BOARD

November 7, 2023

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 the 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

9.2 Township of Mulmur Resolution

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by W. Mills – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by E. Hawkins – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 5, 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.

8. **Unfinished Business**

8.1 2024 Draft Operating Budget

Resolution # 3

Moved by F. Nix – Seconded by W. Mills

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management adopts a COLA of 4.53% for wages for 2024.

Carried

Resolution # 4

Moved by W. Mills – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management adopt the 2024 Operating Budget in the amount of \$892,556.00 which represents a 13.82% increase over 2023; and further that this request be circulated to the participating municipalities.

Carried

9. **New Business**

9.1 Workplace Violence and Harassment Prevention Policy Review

Resolution # 5

Moved by M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management approves Workplace Violence and Harassment Prevention Policy as amended.

Carried

9.2 Township of Mulmur Resolution

Resolution # 6

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management receives the Township of Mulmur's Resolution.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (October 2023)**

There was a total of 29 incidents and approximately 206 staff hours for the month of October.

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

17 staff attended 4 courses; Hazmat, ISO, Auto Ex and Fire Inspections. We held our annual Fire Prevention Week Open House on October 14th. The Chief attended 3 Dufferin County Housing tenant meetings and completed 1 planning/zoning reviews.

11. **Future Business:**

11.1 Nothing at this time.

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

12.1 **Resolution # 7**

Moved by B. Neilson – Seconded by W. Mills

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$55,324.18 for the period of September 30, 2023 to November 3, 2023 as presented and attached be approved for payment.

Carried

8.2 **Closed Session**

Resolution # 8

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following: personal matters about an identifiable individual, including municipal or local board employees.

Carried

Resolution # 9

Moved by W. Mills – Seconded by F. Nix

BE IT RESOLVED THAT:

We do now rise and report progress at 9:03 p.m.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 10**

Moved by F. Nix – Seconded by E. Hawkins

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 # 11**

Moved by M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:05 pm to meet again on December 5, 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 November 7, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Susan Graham	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	

SHELBURNE & DISTRICT FIRE DEPT
CAPITAL PLAN
2023 - 2037

Opt 1

CAPITAL PLAN															
YEAR	Adopted 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Opening Balance	\$ 328,448.05	\$ 44,703.05	\$ 167,023.43	\$ 626,859.82	\$ 1,209,438.03	\$ 13,163,619.84	-\$ 13,022,679.86	-\$ 11,988,073.55	-\$ 10,517,565.66	-\$ 8,863,184.32	-\$ 7,708,753.04	-\$ 4,849,424.16	-\$ 1,231,962.58	\$ 3,405,534.07	\$ 6,763,371.82
Transfers In															
Plus: Interest	\$ -	\$ -													
Plus: Special Capital Levy (prev \$93,000)	\$ 350,000.00	\$ 430,000.00	\$ 537,500.00	\$ 671,875.00	\$ 839,843.75	\$ 1,049,804.69	\$ 1,312,255.86	\$ 1,640,319.82	\$ 2,050,399.78	\$ 2,562,999.73	\$ 3,203,749.66	\$ 4,004,687.07	\$ 5,005,858.84	\$ 6,257,323.55	\$ 7,821,654.44
Plus: Surplus from Previous Year	\$ -	\$ -													
Plus: Sale of Pumper & Extrication Equip.	\$ 10,000.00														
Plus: Bell Tower Lease	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Transfers Out															
Less: Re-certify E-One Aerial Truck - Ladder 28	\$ -	\$ -			-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 2,510,000.00	
Less: Replace Car 22	\$ -	\$ -					-\$ 130,000.00								
Less: Purchase Pumper Truck - Pump 24	\$ -	\$ -								-\$ 1,200,000.00					
Less: Replace Pumper Truck - Pump 27															
Less: Rescue Truck - Rescue 26	-\$ 550,000.00														
Less: Tanker Truck - Tanker 25				-\$ 100,000.00	-\$ 700,000.00										
Less: Purchase Car 21		-\$ 100,000.00													
Less: Simucast Radio System		-\$ 80,000.00													
Less: Replace SCBA's	\$ -	-\$ 25,000.00							-\$ 200,000.00				-\$ 30,000.00		
Less: Generator															
Less: Training Grounds		-\$ 5,000.00													
Less: SCBA Cylinders (Replace 3 per year)		-\$ 10,500.00	-\$ 11,500.00	-\$ 12,500.00	-\$ 13,500.00	-\$ 14,500.00	-\$ 15,500.00	-\$ 16,500.00	-\$ 17,500.00						
Less: Purchase Extrication Equipment						-\$ 80,000.00					-\$ 100,000.00				
Less: Building Replacement/Addition					-\$ 15,000,000.00										
Less: Communication Equipment	-\$ 7,500.00	-\$ 35,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 105,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00
Less: Protective Clothing	-\$ 30,000.00	-\$ 40,000.00	-\$ 48,000.00	-\$ 57,600.00	-\$ 69,120.00	-\$ 82,944.00	-\$ 99,532.80	-\$ 119,439.36	-\$ 143,327.23	-\$ 171,992.68	-\$ 206,391.21	-\$ 247,669.46	-\$ 297,203.35	-\$ 356,644.02	-\$ 427,972.82
Less: New Equipment	-\$ 18,745.00	-\$ 19,679.63	-\$ 20,663.61	-\$ 21,696.79	-\$ 22,781.63	-\$ 23,920.71	-\$ 25,116.74	-\$ 26,372.58	-\$ 27,691.21	-\$ 29,075.77	-\$ 30,529.56	-\$ 32,056.04	-\$ 33,658.84	-\$ 35,341.78	-\$ 37,108.87
Less: SCBA Filling Station	-\$ 45,000.00														
Ending Balance	\$ 44,703.05	\$ 167,023.43	\$ 626,859.82	\$ 1,209,438.03	-\$ 13,163,619.84	-\$ 13,022,679.86	-\$ 11,988,073.55	-\$ 10,517,565.66	-\$ 8,863,184.32	-\$ 7,708,753.04	-\$ 4,849,424.16	-\$ 1,231,962.58	\$ 3,405,534.07	\$ 6,763,371.82	\$ 14,122,444.57
Annual Expense	-\$ 651,245.00	-\$ 315,179.63	-\$ 85,163.61	-\$ 96,796.79	-\$ 15,220,401.63	-\$ 916,364.71	-\$ 285,149.54	-\$ 177,311.94	-\$ 403,518.44	-\$ 1,416,068.45	-\$ 351,920.77	-\$ 394,725.49	-\$ 375,862.19	-\$ 2,906,985.80	-\$ 470,081.69

Rolling Stock			
List of Vehicles	Unit #	# Years Old	Year to Replace
2004 International Rescue Truck	Rescue 26	19	2023
2021 Spartan Metrostar-X Pumper	Pump 27	20	2041
2009 Tanker Truck	Tanker 25	19	2028
2017 Ford Explorer	Car 21		2025
2012 E-One Aerial Truck	Ladder 28	9	2037
2012 Ford F150 Crew Cab	Car 22	1	2030
2018 Spartan Metrostar-X Pumper	Pump 24	3	2033

As per NFPA 1901
Pumpers 15 yr as 1st run, 10 yr more as 2nd run
Rescue 20 yr
Aerial 20 yr
Tankers 20 yr
Pickups/SUVs 15 yr

Equipment Replacement Dates	# Years Old	Year to Replace
2016 SCBA	15	2031
2018 Extrication Equipment	15	2033
2009 Extrication Equipment	19	2028
2019 Generator	16	2035

CAPITAL PLAN

YEAR	Adopted 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	
Opening Balance	\$ 328,448.05	\$ 44,703.05	\$ 139,523.43	\$ 512,659.82	\$ 841,783.03	\$ 14,424,935.59	-\$ 13,948,189.85	\$ 13,437,387.38	-\$ 12,700,479.50	-\$ 12,053,770.14	-\$ 12,263,201.63	-\$ 11,228,614.89	-\$ 10,029,981.75	-\$ 8,574,606.51	-\$ 9,376,794.27	
Transfers In																
Plus: Interest	\$ -	\$ -														
Plus: Special Capital Levy (prev \$93,000)	\$ 350,000.00	\$ 392,000.00	\$ 450,800.00	\$ 518,420.00	\$ 596,183.00	\$ 685,610.45	\$ 788,452.02	\$ 906,719.82	\$ 1,042,727.79	\$ 1,199,136.96	\$ 1,379,007.51	\$ 1,585,858.63	\$ 1,823,737.43	\$ 2,097,298.04	\$ 2,411,892.75	
Plus: Surplus from Previous Year	\$ -	\$ -														
Plus: Sale of Pumper & Extrication Equip.	\$ 10,000.00															
Plus: Bell Tower Lease	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	
Transfers Out																
Less: Re-certify E-One Aerial Truck - Ladder 28	\$ -	\$ -			-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 10,000.00	-\$ 2,510,000.00		
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Less: Generator													-\$ 30,000.00			
Less: Training Grounds		-\$ 5,000.00														
Less: Truck Exhaust Control System				-\$ 100,000.00												
Less: SCBA Cylinders (Replace 3 per year)			-\$ 11,500.00	-\$ 12,500.00	-\$ 13,500.00	-\$ 14,500.00	-\$ 15,500.00	-\$ 16,500.00	-\$ 17,500.00							
Less: Repave Parking Lot	\$ -	\$ -														
Less: Purchase Extrication Equipment							-\$ 80,000.00				-\$ 100,000.00					
Less: Washroom Renovation																
Less: Building Replacement/Addition					-\$ 15,000,000.00											
Less: Communication Equipment	-\$ 7,500.00	-\$ 35,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 105,000.00	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	
Less: Protective Clothing	-\$ 30,000.00	-\$ 40,000.00	-\$ 48,000.00	-\$ 57,600.00	-\$ 69,120.00	-\$ 82,944.00	-\$ 99,532.80	-\$ 119,439.36	-\$ 143,327.23	-\$ 171,992.68	-\$ 206,391.21	-\$ 247,669.46	-\$ 297,203.35	-\$ 356,644.02	-\$ 427,972.82	
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Ending Balance	\$ 44,703.05	\$ 139,523.43	\$ 512,659.82	\$ 841,783.03	-\$ 14,424,935.59	-\$ 13,948,189.85	-\$ 13,437,387.38	-\$ 12,700,479.50	-\$ 12,053,770.14	-\$ 12,263,201.63	-\$ 11,228,614.89	-\$ 10,029,981.75	-\$ 8,574,606.51	-\$ 9,376,794.27	-\$ 7,427,483.21	
Annual Expense	-\$ 651,245.00	-\$ 304,679.63	-\$ 85,163.61	-\$ 196,796.79	-\$ 15,870,401.63	-\$ 216,364.71	-\$ 285,149.54	-\$ 177,311.94	-\$ 403,518.44	-\$ 1,416,068.45	-\$ 351,920.77	-\$ 394,725.49	-\$ 375,862.19	-\$ 2,906,985.80	-\$ 470,081.69	

Rolling Stock List of Vehicles	Unit #	# Years Old	Year to Replace
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As per NFPA 1901
Pumpers 15 yr as 1st run, 10 yr more as 2nd run
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Equipment Replacement Dates	# Years Old	Year to Replace
2016 SCBA	15	2031
2018 Extrication Equipment	15	2033
2009 Extrication Equipment	19	2028
2019 Generator	16	2035



Five9 Solutions Inc.

Sales Quote

Sales Quote #:

SO002356

Head Office
300 Trillium Dr. Unit 9
Kitchener, ON N2E2K6

Branch Office
501 Alden Rd. Unit 9
Markham, ON L3R3L4

Phone: 1-855-459-2020
Tax ID: 754701936RT000

Bill To:

Orangeville Fire Department
10 Dawson Road
Orangeville ON L9W 2W2

Ship To:

Orangeville Fire Department
10 Dawson Road
Orangeville ON L9W 2W2

QUOTE DATE	CUSTOMER ORDER #	PAYMENT TERMS	SALESPERSON	SHIPPED VIA
10/21/2023		Net 30	Roger Ruby	Five9 Personnel

Items

Item #	Description	Quantity	Unit of Measure	Unit Price	Amount
Custom 1	Master Sites - RF Equipment, Filtering, Cabling, Backup Power and all associated components.	2	Each	\$47,225.00	\$94,450.00
Custom 2	Slave Sites - RF Equipment, Filtering, Cabling, Backup Power and all associated components.	3	Each	\$37,490.00	\$112,470.00
Custom 3	Microwave System & Associated Network Equipment	1	Each	\$18,810.00	\$18,810.00
Custom 4	Labour and Professional Services	1	Each	\$83,960.00	\$83,960.00

Tax Summary

ONT HST	\$40,259.70
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Comments:	Dufferin County Fire - Updated Quotation for 5-Site VHF Analog Simulcast Radio System. 2x VHF Simulcast repeaters at each site. As discussed at meeting in Orangeville on October 12th 2023.	SUBTOTAL	\$309,690.00
		DISCOUNT	-\$0.00
		OTHER CHARGES	\$0.00
		TAX	\$40,259.70
		Total Amount	\$349,949.70

Signature: _____ Date: _____

SHELBURNE & DISTRICT FIRE DEPARTMENT



“SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE”

Chief Snyder,

I would like to provide you with a brief synopsis of the recent meetings I've attended regarding the radio system upgrades being proposed.

I have been meeting with representatives of the Orangeville Fire Department, Grand Valley & District Fire Department and the Mulmur – Melancthon Fire Department to determine a means of creating a resilient, safe, and effective radio system for the fire services in Dufferin County.

During ice storms, wind events, poor travel conditions, drought conditions and any time multiple departmental responses occur we are faced with communications issues amongst fire services in Dufferin County. These events are becoming more frequent due to climate change, increase in population, increase in vehicular traffic and the resulting calls for service by all departments in the county.

With the proposed plan there would be fewer areas of the county where radios can not communicate with the dispatch center in Tillsonburg, there would be a greater reception for the paging system allowing for increased response of personnel, and incidents of minor nature would operate on their own simplex radio channel creating less opportunity for missed messages due to multiple users on the same channel.

As you know, with the current system we utilize the same radio channel we get paged out on for major incidents. It is not uncommon to call for assistance from a neighboring department only to have to wait for paging to occur before the fireground can communicate again. Surveys have indicated that increased radio traffic has been detrimental to 47% of mayday calls on the fireground¹ and 72% of maydays are called by the first arriving pumper². These statistics align with a timeline of when our incident commanders would be calling for additional resources. This new system would decrease the potential for communication issues during a mayday situation.

Essentially paging will receive its own channel and fires would receive their own channel that could be used by any Dufferin County department providing a direct link to our dispatch provider.

If this project can move forward the service provider would be utilizing some of the same infrastructure that is already in place while adding upgraded hardware to the current communications sites. These upgrades would create greater interoperability within the county during major events.

¹ Facts about Firefighter Maydays – What Every Fire Officer and Firefighter Needs to Know.
Tomorrowsfireofficer.com, February 19, 2019

² Maydayproject.com

Although I would like to see a more modern approach to communications within the county and to move away from the VHF system currently in place, I understand the budgetary constrictions we face.

It is my opinion that this project is a step in the right direction towards mitigating a potential health and safety issue as it would provide a safer fireground for our members and the members of our neighboring departments.

Professionally Submitted,

Jeff Clayton
Deputy Fire Chief



Shelburne & District Fire Department

2022 ANNUAL REPORT

Fire Chief Ralph Snyder



SHELBURNE & DISTRICT FIRE DEPARTMENT 2022



Years of service

<u>Fire Chief</u>	Ralph Snyder	21 (2 with SDFD)
<u>Deputy Chief</u>	Jeff Clayton	29 (6 with SDFD)
<u>Captains</u>	Mike Morrell	25
	Os Fleming	25
	Mark Elderfield	24
	Steve Monds	21
<u>Lieutenants</u>	Oluf Jensen	20
	Kevin Rideout	12
<u>Training Officer</u>	Jason Duck	10
<u>Firefighters</u>	Rob Sellar	21
	Jamie Dempster	20
	Duane Foulger	20
	Mike Glassford	17
	Tony Quesnelle	13
	Ian Wallace	12
	Aaron Ferguson	10
	Matt Giles	8
	Devon Suttell	8
	Randy Narine	7
	Symon Weatherall	7
	Eddie Lane	6
	Luke Downey	5
	Mark Cross	5
	Owen Bennington	5
	O'Brian Campbell	5
	Alex Foulger	2
	Julius Mensah	2
	Brandon Batchelor	2
	Chris Garrett	2
<u>Administrative</u>	Nicole Hill	8

SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

Chief's Message

It is my privilege to present the 2022 Annual report for the Shelburne and District Fire Department.

2022 was a rebound year after the challenges of the post Covid-19 Pandemic. The members of SDFD continue to deliver professional and excellent service to the communities, and we should be incredibly proud of their dedication to excellence, knowledge, skills, and teamwork to serve the 5 municipalities 24 hours a day, 365 days a year.

SDFD accomplished the following successes in 2022:

- Responded to 333 calls for service.*
- Achieved an average curb time of 5 minutes 55 seconds, from dispatch until the first apparatus out the door.*
- Spent 399 actual hours responding to those incidents for a total of 3293 individual staff hours and 2146 individual responses by our members to answer calls for service.*
- Attended 104 training sessions and meetings for a time commitment of approximately 2016 hours.*
- Firefighters were able to complete 14 Public Education opportunities with different groups. This included participation in an escape plan contest for all 4 elementary schools in our coverage area, neighbourhood blitzes on smoke and CO alarms, as well as our annual open house in October. In total nearly 50 hours of Public Education were delivered to our customers.*
- Placed a new Pump 27 into service.*

Our members continue to show strong commitment to the community, and I am proud to lead this dedicated team.

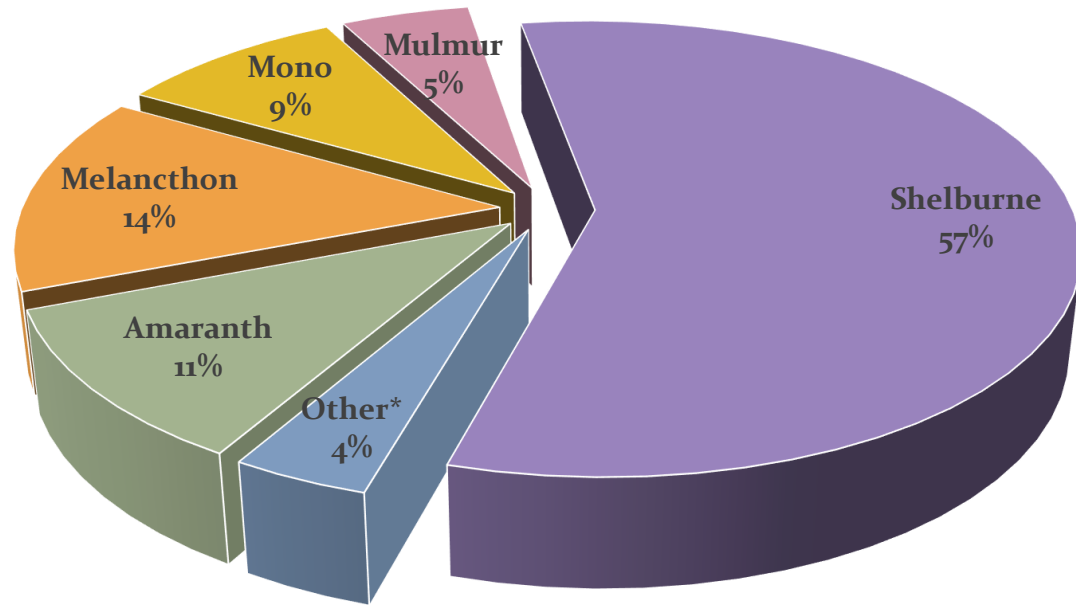
Respectfully and Professionally Submitted,

Chief Ralph Snyder

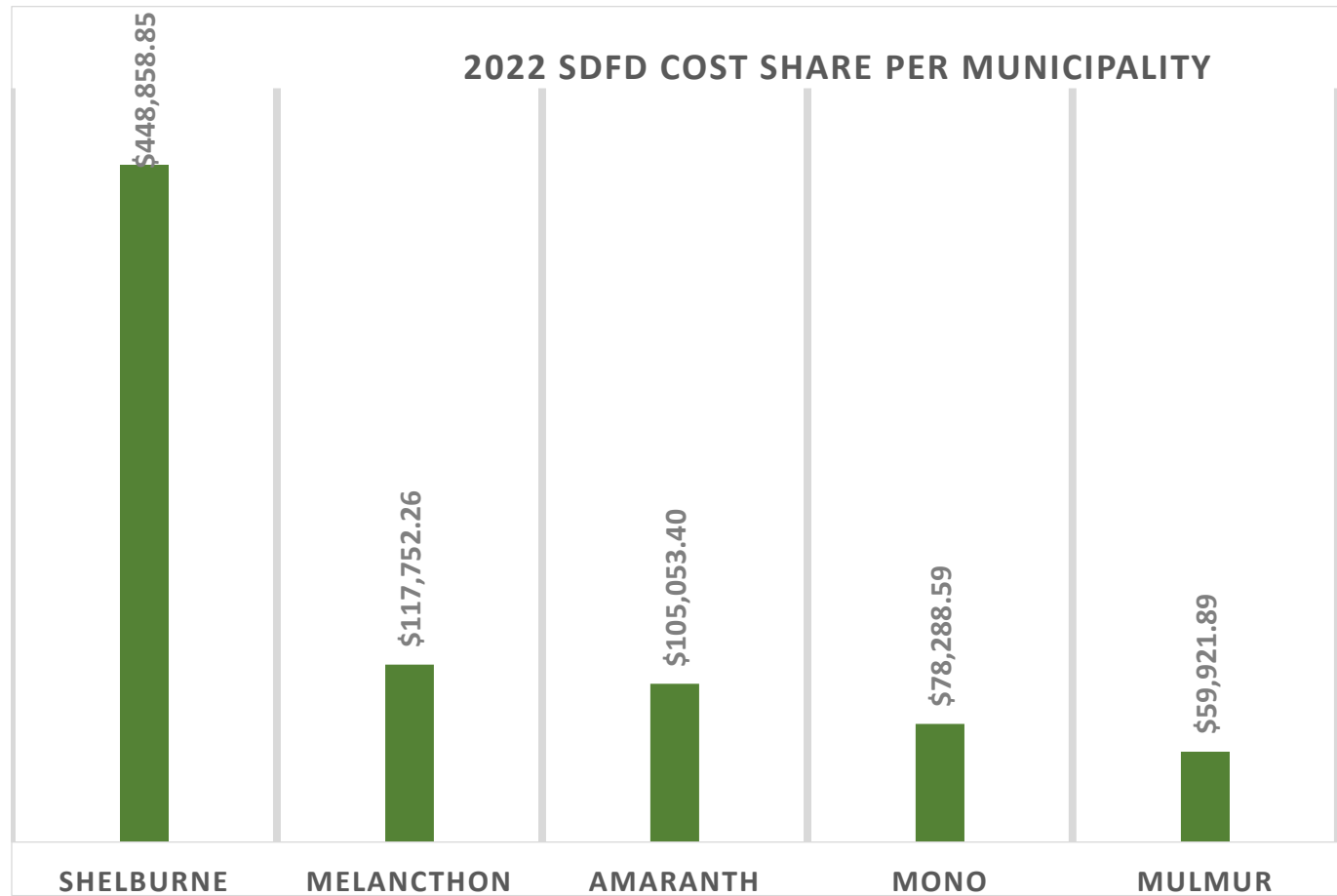
Municipality	# of Calls
Amaranth	36
Melancthon	47
Mono	30
Mulmur	17
Shelburne	190
Other*	13
	333

East Garafaxa,
Orangeville,

2022 Calls for Service by Municipality



Municipality	% Levy	\$ Levy
Shelburne	57.81%	\$ 448,858.85
Melancthon	15.33%	\$ 117,752.26
Amaranth	8.47%	\$ 105,053.40
Mono	10.66%	\$ 78,288.59
Mulmur	7.74%	\$ 59,921.89
Total Levy		\$ 809,975.00



SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

2022 Firefighter Training

Our dedicated Firefighters attended a total of 97 training sessions in 2022 for a total of 2095 total staff hours. Instructors committed 272 hours to delivery of training.

We also have monthly officer meetings at which we discuss training topics and lead instructors for each topic.

We generally divide into two training topics on a weekly basis and trainees switch topics each week. The training schedule is set at least 1 month in advance and a written lesson plan is prepared and approved by Chief Officers.

Outside of the scheduled internal training we had external training opportunities, but these were limited by availability. We are starting to see an improvement in the availability through the expansion of Regional Training Centers within a reasonable travel distance.

Each member of our dedicated rope rescue team committed over 40 additional hours to maintaining their competency with this technical skill.

The training library continues to be well utilized by the members. Materials including texts, videos, and workbooks were signed out regularly. We are progressing with a blended training program using Fire Learning Management System software, where firefighters can do theory training online, and complete practical skills at live training.

We have a good percentage of our firefighters certified to the NFPA Firefighter II standard or higher, with the remainder actively working to achieve certification.

Additionally, we have members NFPA certified as Fire Officer, Fire & Life Safety Educator, Fire Inspector, Fire Investigator, and Fire Instructor. We have had 3 members complete their NFPA Fire Officer level 1 training. All training records continue to be maintained electronically on our FirePro2 software.



Shelburne and District Fire Department

Fire Chief :Ralph Snyder
114 O'Flynn Street Shelburne ON
Shelburne ON L9V 2W9
PH : 519-925-5111

Page 1 of 1

Date
Nov 9 23

Inspections by Month From Jan 1 22 to Dec 31 22

JAN 2022	2
FEB 2022	8
MAR 2022	10
APR 2022	7
MAY 2022	11
JUN 2022	9
JUL 2022	5
AUG 2022	6
SEP 2022	2
OCT 2022	2
NOV 2022	7
DEC 2022	2
Total:	71

**2022 Standard Incident Report Verification**

It is important that OFM has ALL of the 2022 SIR reports for your department. Please review the following sections.

(Note: this report only shows data received prior to the date of this report, 03-May-2023)

1. **Last report received:** shows the date of the last report on file for **2022**. Please file late reports as soon as possible.
2. The **Emergency Call Summary** shows the total reports received by OFM as of the date of this report.
3. **Total Emergency Response into other Municipalities** shows total calls by the department into neighbouring municipalities.
4. The **Monthly Summary** section shows the total fire and non-fire reports received by month.
5. The **Exposure Fires** section shows fires where the department reported exposure fires and notes where reports are missing.
6. The **Injuries Reported/ Received** section shows the total injuries reported and the number of full Injury reports filed.
7. **NEW!** The **Fatalities Reported/ Received** section shows the total injuries reported and the number of full Injury reports filed.
8. The **NO LOSS OUTDOOR fire** section lists incidents that do not meet the criteria for this response type and must be revised.
9. The **Missing/Invalid PROPERTY** section lists fire calls with invalid and missing property codes that must be revised.
10. The **Missing/Invalid LOCATION** section lists calls with invalid and missing location/ municipal codes that must be revised.
11. The **Duplicate Records** section lists calls that are duplicated (same dates, times, address, response type).

For a full **LISTING OF ALL FIRE CALLS:** e-mail your request to ofmstatistics@ontario.ca with your FDID in the subject line.

PLEASE VERIFY AND CONFIRM WITH THE OFM:

- If the information shown in these reports is correct, please email ofmstatistics@ontario.ca and confirm that no revisions are required. Include your FDID in the subject line.
- If revisions are required please file these changes as soon as possible by resubmitting the SIR report(s).

2221 00 Shelburne&District Fire Department

Last report received for 2022 :		30-Dec-2022		Please ensure OFM has all of your SIR reports for emergency incidents attended in 2022.				
				(*see New Fatalities section!)				
Emergency Call Summary		Response Type	Total calls	SIR Injuries		SIR Fatalities*		Estimated loss
				CIV	FF	CIV	FF	
2022 Totals			333	0	0	0	0	\$4,930,150
Fire response			17	5%				\$4,930,150
Loss reported(includes injuries/\$loss)								
STRUCTURE			12	4%	0	0	0	\$4,910,150
VEHICLE			2	1%	0	0	0	\$20,000
No loss or injury reported								
STRUCTURE			3	1%	0	0	0	\$0
Fire response - outdoor no loss			6	2%				
Non fire call			310	93%				\$0
Burning (controlled)			12	4%	0	0	0	\$0
CO False calls			11	3%	0	0	0	\$0
False fire calls			61	18%	0	0	0	\$0
Medical/resuscitator call			47	14%	0	0	0	\$0
Other response			64	19%	0	0	0	\$0
Pre fire conditions/no fire			14	4%	0	0	0	\$0
Public Hazard			24	7%	0	0	0	\$0
Rescue			77	23%	0	0	0	\$0



2022 Standard Incident Report Verification

Total Emergency responses into other Municipalities (included in Emergency Call Summary)

If there are no totals listed, there are no reports of emergency responses into other/neighbouring municipalities

Municipality	Total calls
Adjala-Tosorontio	1
Amaranth	36
East Garafraxa	1
Melancthon	47
Mono	30
Mulmur	17
Orangeville	5
Southgate	1
Town of Grand Valley	5



2022 Standard Incident Report Verification

Monthly summary of reports filed

* Loss fire: fire with injury, fatality or \$ loss reported. No Loss fire: 0 injury and 0 fatality and \$0 loss.

	Response Type Category	Loss or no loss*	Total Calls	Injuries Reported	Est \$ Loss
January					
	Fire response (codes 1 or 2)	Loss	2	0	\$4,000,000
	Non fire call		21		
February					
	Non fire call		20		
March					
	Fire response (codes 1 or 2)	Loss	2	0	\$13,000
	Fire response (codes 1 or 2)	NoLoss	1	0	\$0
	Non fire call		18		
April					
	Fire response (codes 1 or 2)	Loss	1	0	\$250
	Fire response - outdoor no loss (code 3)	NoLoss	1		
	Non fire call		18		
May					
	Fire response - outdoor no loss (code 3)	NoLoss	2		
	Non fire call		29		
June					
	Fire response (codes 1 or 2)	Loss	2	0	\$825,000
	Fire response (codes 1 or 2)	NoLoss	1	0	\$0
	Non fire call		29		
July					
	Fire response - outdoor no loss (code 3)	NoLoss	1		
	Non fire call		31		
August					
	Fire response (codes 1 or 2)	Loss	2	0	\$25,000
	Fire response (codes 1 or 2)	NoLoss	1	0	\$0
	Non fire call		23		
September					
	Fire response (codes 1 or 2)	Loss	2	0	\$15,400
	Non fire call		21		
October					
	Fire response (codes 1 or 2)	Loss	2	0	\$31,500
	Fire response - outdoor no loss (code 3)	NoLoss	2		
	Non fire call		35		
November					
	Non fire call		37		
December					
	Fire response (codes 1 or 2)	Loss	1	0	\$20,000
	Non fire call		28		



2022 Standard Incident Report Verification

Exposure Fires: (If there are no incidents listed, there are no reports of exposure fires.)

Listed below are the fire reports where there is a total reported in the "Total Exposures" field, or "Exposure number" field, or where the "Extent of Fire" field was code "11 - Spread beyond building of origin, resulted in exposure fire(s)".

Heat and/or Smoke damage do not qualify as exposure fire - there must be fire spread between the properties.

Response Type code "3-NO LOSS OUTDOOR FIRE" does not qualify as exposure fire - all exposure related calls must have Response Type "1-Fire" or "2-Explosion".

Please review this listing and ensure that there is a fire report for each of the exposure fires. There should be one exposure fire report (in addition to the initial fire report) for every property that was ignited as a result of the initial fire.

All related exposure fires are listed together with the originating fire report. If you see **"Missing exposure fire..."** or **"Invalid exposure fire..."** notes printed below, please:

- submit the additional required reports, OR
- revise the "Extent of Fire" or "Total Exposures" or "Exposure Number" fields, OR
- revise the "Response Type" to "1-Fire" and resubmit the SIR with Section B completed.

2221	00	Response type	Extent of Fire	Total #	Exposure	
Incident Date and call time	<i>Property type</i>		(i.e. spread)	Exposures	Number	Address
FD incident #						
.....						

Injuries Reported/ Received: (If there are no incidents listed, there are no reports of applicable injuries.)

*Calls where an injury total was reported on the SIR, or an injury report was received, are listed below.

If the **TOTAL INJURY REPORTS RECEIVED** does not match the **TOTAL INJURIES REPORTED (on SIR)**, then the entire section will have a grey background, and we are asking you to review those reports. Please provide a revised SIR injury count or resubmit the incident with the missing injury report. At the end of the year OFM will revise the number of injuries on the SIR to match the number of Injury reports received. **Fatalities not included** in this report, contact OFMEM for fire deaths.

NOTE*: Excluded from this list are Non-fire Civilian Injuries (civilian injuries are accepted for response codes 1 & 2 only), as well as response code "3-No loss outdoor fire" records (injuries not allowed for response code "3").

2221	00					
Response Category: Fire response		Total Injury records received:	0	Total Injuries reported on the SIR:	CIV: 0	FF: 0
Response Category: Non fire call		Total Injury records received:	0	Total Injuries reported on the SIR:		FF: 0



2022 Standard Incident Report Verification

NEW! Fatalities Reported/ Received:

(If no incidents listed, there are no reports of deaths (see notes))

*Calls where a fatality total was reported on the SIR, or a fatal injury report was received, are listed below (see notes). Please contact OFM to **verify any non-fire related FIREFIGHTER deaths!**

If the **TOTAL FATAL INJURY REPORTS RECEIVED** does not match the **TOTAL FATALITIES REPORTED (on SIR)**, then the entire section will have a grey background, and we are asking you to review those reports. Please provide a revised SIR fatality count or resubmit the incident with the missing FATAL injury report. At the end of the year, OFM will revise the number of fatalities on the SIR to match the number of confirmed and verified fire deaths investigated by the office.

Important NOTES*:

- Excluded from this list are Non-fire civilian fatalities (civilian deaths are accepted for response codes 1 & 2 only).
- Excluded from this list are response code "3-No loss outdoor fire" records (deaths not allowed for response code "3").
- OFM investigates all fatal fires in the province and will revise municipal fire death counts at year end to match verified and confirmed fire deaths reported by the Coroner and OFM fire investigators!

2221 00

Response Category:	Fire response	Total Fatal records received:	0	Total Fatalities reported on the SIR:	CIV: 0	FF: 0
Response Category:	Non fire call	Total Fatal records received:	0	Total Fatalities reported on the SIR:		FF: 0

Response Type Code "3-NO LOSS OUTDOOR fire" Report Errors:

Definition: **No loss:** i.e. no fatality, and no injury, and \$0 loss **AND Outdoor:** i.e. open land, trash container outside, etc.

Exclusions: fires occurring in structures, vehicles, recycling/dump sites, exposure fires, or outdoor fires where arson, vandalism or children playing was suspected.

The incidents listed below **do not meet the criteria** for Response code 3, they each have one of - a \$ loss or injury or death or structure or vehicle property type reported. These incidents should be resubmitted as response type code "1 - Fire" with sections B/ C completed where applicable (see definition above).

Please revise these incidents (if there are no incidents listed, there are no reports of this type with errors) and send updated reports to OFMStatistics@ontario.ca or update the report on the OFM data entry website.

Response type		Reported losses				
		--- CIV-----		--- FF -----		
FD Incident #	Incident date	Property type	Est. \$	Injury	Death	Address
OFM FDID:						



2022 Standard Incident Report Verification

Missing / Invalid PROPERTY Code for Fires / Explosions:

Listed below are the fire reports (response codes 1 or 2) with missing or invalid property codes.

If there are no incidents listed below, there are no invalid/missing property codes.

Please identify the correct property for each fire and resubmit these calls to the OFM.

OFM FDID:

FD Incident #		Response type	Injuries			
Incident location	Incident date hr min	Property type	CIV	FF	Estimated \$ loss	Address

Missing / Invalid LOCATION Codes:

Listed below are the incidents with missing or invalid incident location or municipality codes.

If there are no incidents listed below, there are no invalid/missing location/municipality codes.

Please identify the correct location code for incident and resubmit these calls to the OFM.

OFM FDID:

FD Incident #	Response type				
Incident date hr min	Incident Location Code		Response type		Address

DUPLICATE Records:

Listed below are multiple incident records with the **same** Incident date, Initial Call Times, Response Type, and Address.

Please review these records and advise the OFM which ones should be deleted!

If there are no incidents listed below, there are no duplicate records found.

NOTE: where multiple stations (belonging to the same Fire Department) are attending the same call, only ONE incident record should be submitted. **FD station assists are not accepted for SIR reporting.**

OFM FDID:

FD Incident #	Incident date/	Response type			
[OFM ID #]	Station#	Call hr min sec		Response type	Address

[]



2022 Standard Incident Report Verification



Apparatus & Vehicle Assessment Report

The Shelburne and District Fire Department employs a wide range of fire apparatus and vehicles, along with tools and equipment, in carrying out its core mission. The department's vehicle fleet includes emergency response apparatus such as firefighting pumpers, aerial ladder apparatus, a water tanker (water supply vehicle), and a rescue vehicle. In addition, the fleet includes specialized apparatus support vehicles. The rescue and support vehicles can include hazardous materials response equipment, decontamination devices and diking materials, rehabilitation supplies and scene lighting.

The mission, duties, demographics, geography, and construction features within the community all play a major role in the make-up of the apparatus and vehicle inventory. These factors, as well as the funding available, are taken into consideration when specifying and purchasing apparatus and vehicles. Additionally, every effort is made to make apparatus and vehicles additions and replacements as versatile and multifunctional as possible.

It is a generally accepted fact that fire department apparatus and vehicles, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of preventative maintenance, and the quality of the driver operator training program. Also, longevity can be impacted by whether the fire apparatus is used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original equipment manufacturer (OEM), quality of the components and materials used, and availability of replacement parts, to name a few. In the fire service, there are fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition after 20 years. Factors influencing apparatus replacement are age, mileage, cost per mile, and overall condition of the vehicle. The most emphasis in this document is placed on age and mileage.

Throughout this document, data as of September 1, 2023, are provided to illustrate the age, mileage, and the asset degree of physical condition using the scale as shown in Table 1.

GRADE	DESCRIPTION
Very Good	The asset is typically new or recently rehabilitated.
Good	The asset has some components that show general signs of deterioration that require attention.
Fair	The asset shows general signs of deterioration and requires attention.
Poor	The asset is mostly below standard, with many components approaching the end of their service life.
Very Poor	The asset is in unacceptable condition with widespread signs of advanced deterioration.

Table 1: Degree of Apparatus and Vehicle Physical Condition Scale



Apparatus & Vehicle Assessment Report

Overall, the department has a comprehensive inventory of apparatus and other vehicles. It is the position of the department that it is well equipped to meet the types of emergency situations that it is likely to encounter within its urban, suburban, and rural characterized boundaries. The average age of the department five front-line apparatus is 9.6 years, with the oldest being 18 years of age.

We are implementing a new program; it includes an assessment of the apparatus or vehicle to determine status and replacement. The new program utilizes an assessment and inspection process for moving an apparatus from in service to retirement. While apparatus data and records are maintained throughout the life of the vehicle, more focused evaluations are conducted during preventative maintenance servicing and annual performance testing (i.e., fire pump and aerial ladder). Apparatus undergo a multi-section assessment and inspection process conducted by the department's outside service providers and internal personnel. The process includes an inspection to assess the condition and performance of the apparatus. A recommendation for retirement of an apparatus or vehicle is made by the fire department administration to the Fire Board. The adopted apparatus replacement program is efficient, cost effective, and a best practice.

NFPA 1901: Standard for Automotive Fire Apparatus, 2016 edition, serves as a guide in the design of fire apparatus; while NFPA 1911: Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus helps ensure in-service fire apparatus are serviced and maintained to always keep them in safe operating condition and ready for response. The documents are updated every five years, using input from public and private stakeholders through a formal review process. The committee membership is made up of representatives from the fire service, manufacturers, consultants, and special interest groups. The committee monitors various issues and problems that occur with fire apparatus and attempts to develop standards that address those issues. A primary interest of the committee over the past years has been improving firefighter safety and reducing fire apparatus accidents. The Annex Material in NFPA 1911 contains recommendations and work sheets to assist in decision making in vehicle replacement. With respect to recommended vehicle service life, the following excerpt is noteworthy: "It is recommended that apparatus greater than 15-years old that have been properly maintained and that are still in serviceable condition be placed in reserve status and upgraded in accordance with NFPA 1912, Standard for Fire Apparatus Refurbishing, to incorporate as many features as possible of the current fire apparatus standard. This will ensure that, while the apparatus might not totally comply with the current edition of the automotive fire apparatus standards, many improvements and upgrades required by the recent versions of the standards are available to the firefighters who use the apparatus." The standard goes on to state; "Apparatus that were not manufactured to the applicable apparatus standards or that are over 25 years old should be replaced."



Apparatus & Vehicle Assessment Report

Apparatus Overview

Pumping Apparatus

Firefighting pumpers, also known as engines, are the bread and butter to a fire department. This type of apparatus is comprised of three main elements: pump, water, and hose. Front-line pumpers have at minimum a 1,250 gallons per minute fire pump, 750 gallons of water, and 30 gallons of Class A firefighting foam. In addition, each pumper must have at least 700 feet (ft.) of large diameter hose, 700 ft. of 65mm hose, 700 ft. of 45mm hose, various nozzles, adaptors, limited forcible entry tools, thermal imaging camera, and 48 ft. of ground ladders and life support equipment to meet the fire protection and emergency medical service demands of the community, as well as NFPA standards and requirements. The primary jobs of pumpers and personnel are to establish a constant water supply, minimize fire and smoke exposure to other structures, and eliminate the source of the fire. Both apparatuses are in very good condition and were manufactured with the latest safety features.





Apparatus & Vehicle Assessment Report

Aerial Ladder Apparatus

The department operates one aerial ladder truck – also called a truck company or ladder company. This apparatus is rarely assigned to respond alone; it typically is assigned to incidents with pumpers or other apparatus. Along with a full cache of rescue, ventilation, and cutting equipment, it carry's numerous ground ladders, and a 100-foot hydraulic powered aerial ladder. On fire scenes, ladder companies are responsible for laddering, overhaul, ventilation, forcible entry, search and rescue, salvage, and utility control. This apparatus is useful in situations requiring an elevated access for rescue operations, restricted access or master stream operations. Overall, this apparatus is in very good condition and was repaired to pass the every 5 year required non-destructive testing in 2022.





Apparatus & Vehicle Assessment Report

Technical Rescue Apparatus

The department's one rescue apparatus is the nucleus of special operations and technical rescue operations. The department has one rescue unit built by Oro Design on a 2004 International 4400 chassis. It is charged with providing the necessary personnel and equipment to rescue individuals trapped in life-threatening situations. This apparatus is a critical asset during routine fire incidents, as well as those less common, such as vehicle extrication, machinery rescue, and other incidents that required a specialized response capability. The rescue apparatus is very much like a huge rolling toolbox operated by firefighters. It is an essential component of the department's response potential and proficiency. The apparatus is deteriorating, and the design has some concerning safety issues.





Apparatus & Vehicle Assessment Report

Mobile Water Supply Apparatus

The department utilizes mobile water supply apparatus to support firefighting in situations where water supply may be impacted, such as areas of the Township without public water service and fire hydrants. These types of apparatus are better known as “tenders” or “tankers”, which are designed primarily for transporting water to fire emergency scenes to be applied by pumping apparatus. The department has one 2,500 imp. gallon unit built by Seagrave on a 2009 International 7600 chassis. It also available for mutual aid responses to communities that collaborate and cooperate with SDFD. In general, the apparatus is safe and reliable, and in fair condition.



STAFF AND UTILITY VEHICLES



Apparatus & Vehicle Assessment Report

The department operates two staff and utility vehicles for transporting personnel to conduct the department's daily business and equipment between the fire station and incident scenes. These assigned vehicles can also be utilized to transport gear and equipment for emergency incidents as needed.

The Fire Chief is assigned a staff vehicle (C21), he or she is "on call" 24-hours a day, seven days a week. It is a Ford Explorer Police Interceptor previously operated by the Shelburne Police department. It has seen some mechanical issues and rated as poor condition.



The other utility vehicle (C22) is housed at the fire house for use by any firefighter. The primary use is for the Deputy Chief to respond and use as a command vehicle in the Chief's absence. This vehicle may be used for conducting approved department business, driving out of town for fire department related training, or responding to emergency incidents. The vehicle provides the ability to carry resources to conduct fire and life safety inspections, fire scene investigations, as well as store personal protection equipment. It is rated in very good condition.





Apparatus & Vehicle Assessment Report

Vehicle No.	Type	Year	Manufacturer & Model	Mileage Km	Condition	Planned Replacement
P24	Pumper	2017	Spartan Metro Star	15840	Very Good	2037
P27	Pumper	2021	Spartan Metro Star	4713	Very Good	2041
L28	Aerial	2012	E-One HP 100	8054	Very Good	2037
R26	Rescue	2004	International 4400	43218	Very Poor	2023
T25	Tanker	2009	International 7600	24258	Fair	2025
C21	SUV	2017	Ford Explorer	173625	Poor	2024
C22	Pickup	2019	Chev Silverado	24237	Very Good	2029

SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

Chairman and Members of the Shelburne and District Fire Board of Management.

I thank the fire board again for giving me the opportunity to lead this fire department.

2022 was another great year for the Shelburne & District Fire Department. Our firefighters continued to show their professionalism with commitment to supporting our communities through training and response.

With the transition towards full NFPA certifications. All firefighters will be required to achieve NFPA certification for the roles they perform under our Establishing and Regulating bylaws under this new mandate starting in July of 2026.

We continue to review the long-term replacement plan to evaluate options for maintaining a viable emergency response fleet. We are continuing to see an increase upwards of in the cost of new fire apparatus. The firehall could benefit greatly from the installation of a SCBA cylinder filling station as we currently rely on neighbouring departments for our breathing air. We have secured a grant from Farm Credit Canada to help offset this capital purchase in 2023.

We are still facing challenges with the training of our Firefighters and Officers. We continue to investigate new ways to achieve training goals. We have discussed some learning contracts with the OFM and will pursue this alternative to continue education and training. We have some very qualified personnel to lead in-house courses. Training on live fire, search, rescue, and firefighter survival in a realistic environment may be a more expensive endeavor at regional centers. We are in the process of installing a small training facility with assistance from The Shelburne Firefighters Association, who have purchased 3 shipping containers to house the training area.

SDFD call volume increased to pre-pandemic levels with an increase of 97 calls or 41% over 2021's responses. We anticipate the needs of residents in our catchment area to continue to result in higher call volumes. We should continually address potential growth of department resources and service delivery model changes to meet future challenges with the professional service that our residents have come to expect.

Ralph Snyder
Fire Chief
Shelburne & District Fire Department



Shelburne and District Fire Department

Fire Chief : Ralph Snyder

114 O'Flynn Street Shelburne ON

Shelburne ON L9V 2W9

PH : 519-925-5111

Page 1 of 2

Date
Dec 1 23

Totals by Geographic Location From Nov 1 23 to Nov 30 23

Response Type	# of Incidents	Staff Hours
Town		
2221 - Shelburne and District Fire Department		
01 Fire	1	36 h 20 m
03 NO LOSS OUTDOOR fire (see exclusions)	1	4 h 20 m
21 Overheat (no fire, e.g. engines, mechanical devices)	1	4 h 6 m
24 Other Cooking/toasting/smoke/steam (no fire)	1	8 h 1 m
37 CO false alarm - perceived emergency (no CO present)	2	2 h 36 m
61 Vehicle Extrication	1	19 h 4 m
62 Vehicle Collision	1	8 h 48 m
702 CPR administered	1	3 h 35 m
85 Vital signs absent, DOA	1	2 h 35 m
88 Accident or illness related - cuts, fractures, person fainted, etc.	1	2 h 0 m
898 Medical/resuscitator call no action required	1	1 h 45 m
93 Assistance to Other Agencies (exc 921 and 922)	2	22 h 18 m
96 Call cancelled on route	1	0 h 0 m
97 Incident not found	1	0 h 44 m
Total For 2221 - Shelburne and District Fire Department:	16	116 h 12 m
Total For Town:	16	116 h 12 m
Rural		
2208 - TWP of Amaranth		
01 Fire	1	15 h 51 m
32 Alarm System Equipment - Accidental activation (exc. code 35)	1	4 h 47 m
50 Power Lines Down, Arcing	1	7 h 12 m
Total For 2208 - TWP of Amaranth:	3	27 h 50 m
2212 - Town of Mono		
50 Power Lines Down, Arcing	3	20 h 2 m
62 Vehicle Collision	1	6 h 58 m
Total For 2212 - Town of Mono:	4	27 h 0 m

2216 - TWP of Mulmur

Page 1 of 2

Totals by Geographic Location Continued
From Nov 1 23 to Nov 30 23

Response Type		# of Incidents	Staff Hours	
62	Vehicle Collision	1	9 h	4 m
Total For 2216 - TWP of Mulmur:		1	9 h	4 m
2219 - TWP of Melancthon				
36	Authorized controlled burning - complaint	1	3 h	20 m
50	Power Lines Down, Arcing	1	10 h	16 m
61	Vehicle Extrication	1	6 h	24 m
62	Vehicle Collision	2	13 h	17 m
Total For 2219 - TWP of Melancthon:		5	33 h	17 m
Total For Rural:		13	97 h	11 m
Total Number of Responses		29	213 h	23 m

SHELBURNE & DISTRICT FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF:

Fire Chief Ralph Snyder
114 O'Flynn Street
Shelburne, Ontario. L9V 2W9
Telephone: 519-925-5111
Cell: 519-938-1609



rsnyder@sdfd.ca

"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

Fire Chief's Report for

Department Activities

- Inspections – 5
- Training – 12 sessions
- Incident Responses – 29
- CDDHS Life skills class visit
- Annual SCBA inspection and repairs
- Annual SCBA Fit testing of firefighters
- Remembrance Day services at Horning's Mills and Shelburne
- Purchased and assembled new training room tables.
- Delivered Smoke/C⁰ Alarms to Shepard's Cupboard Foodbank
- Installation of new SCBA compressor and fill station
- Repairs to P24 (vacuum leak)
- Replaced batteries in T25

Chief's Activities

- Hicks Morley webinar, "A Practical Guide to Recognizing & Addressing Discrimination in the Workplace".
- Coordinate with Dufferin Fire Chiefs on GIS mapping of response areas for Next Generation 911
- Prepare 2022 SDFD Annual Report
- Met with new OFM advisor John Doucet – many questions about operation under the Fire Board system.
- Provincial mutual aid webinar
- Attended Mulmur public meeting regarding Lit Music Festival
- Purchased used chairs for training room on GovDeals
- Dufferin County Fire Chief's meeting
- WDGPH Designated officer webinar
- Preparing data for consultants on Community Risk Assessment



Shelburne & District Fire Department

Prepared for Board Meeting:			05-12-23
ACCOUNTS PAYABLE			2023
			November
4100	100-300	Secretarial/Treasurer Services	
	400	Legal & Audit	34,134.37
	550	Office Supplies	358.81
	600	Materials & Supplies	445.48
	700	Service & Rent	738.20
	1200	Health & Safety Expenses	207.71
	1300	Fire Prevention/Public Education	301.69
	1500	Training Courses/Training Expenses	17,774.50
	1800	Communication Equipment	2,734.29
	100	Firefighter Wages	18,844.00
	102	FT Staff Wages/Stautory Ded/Pension	1,236.67
	200	Benefits/WSIB/EHT	97.69
4200	150	Mileage & Meals	
	500	Protective Clothing/Uniforms	3,253.02
	1000	Truck Operations & Maintenance	8,129.75
	1060	Fuel	1,441.42
	1300	Utilities (Heat/Hydro/Water)	1,997.53
	1400	Telephone	304.71
	1600	Vaccination & Medicals	490.00
	1750	Ceridian Payroll	188.18
	1800	New Equipment Acquisition	507.89
	1980	Building Maintenance	457.92
GRAND TOTAL			\$ 93,643.83

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Vendor 000000 Through 999999

Invoice Entry Date 11/04/2023 to 11/30/2023 Paid Invoices Cheque Date 11/04/2023 to 11/30/2023

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
001350 A.J. STONE COMPANY LIMITE	179112	FIREBULL FOAM X 4	006066	11/22/2023	11/22/2023	1,111.92
		01-4200-1005 FIREBULL FOAM X 4				1,111.92
090861 BAYSHORE BROADCASTING	16095-00004-0000	2023/24 FIRE DEPARTMENTS	006047	11/08/2023	11/08/2023	565.00
		01-4100-0700 2023/24 FIRE DEPARTMENTS				565.00
090783 BELL 5199253431	5199253431-11-2023	Dispatch Line	000742	11/22/2023	11/22/2023	98.31
		01-4200-1400 Dispatch Line				98.31
002300 BELL 5199255111	5199255111-11-2023	Telephone	000743	11/22/2023	11/22/2023	113.49
		01-4200-1500 Telephone				113.49
090599 BELL CANADA (INTERNET)	504622880-10-2023	INTERNET ACCESS	000731	11/09/2023	11/09/2023	118.59
		01-4100-0600 INTERNET ACCESS				118.59
090599 BELL CANADA (INTERNET)	504622880-11-2023	INTERNET ACCESS	000744	11/23/2023	11/23/2023	118.59
		01-4100-0700 INTERNET ACCESS				118.59
Vendor Total						237.18
090502 BELL MOBILITY	500168303-11-2023	MOBILE PHONE BILL	000745	11/22/2023	11/22/2023	126.56
		01-4200-1550 MOBILE PHONE BILL				126.56
090838 BRANDON BATCHELOR	2023-01	PUMP OPS COURSE REIMBURSEMENT	006048	11/09/2023	11/09/2023	898.35
		01-4100-1500 PUMP OPS COURSE REIMBURSEMENT				898.35
090863 C-MAX FIRE SOLUTIONS	93241	ANNUAL PUMP TEST X 3	006049	11/08/2023	11/08/2023	1,542.45
		01-4200-1040 ANNUAL PUMP TEST X 3				514.15
		01-4200-1005 ANNUAL PUMP TEST X 3				514.15
		01-4200-1050 ANNUAL PUMP TEST X 3				514.15
090723 CERIDIAN	2023-VFF-11	SERVICE CHARGE	000732	11/08/2023	11/08/2023	170.29
		01-4200-1750 SERVICE CHARGE				170.29
090723 CERIDIAN	2023-SAL-20	SERVICE CHARGE	000732	11/08/2023	11/08/2023	38.67
		01-4200-1750 SERVICE CHARGE				38.67
Vendor Total						208.96
090836 DEPENDABLE EMERGENCY V INV000368		FAULTY FAN HUB	006067	11/22/2023	11/22/2023	2,860.97
		01-4200-1050 FAULTY FAN HUB				2,860.97
003740 ENBRIDGE CONSUMERS GAS	122174110005-11-2023	GAS BILL	000746	11/22/2023	11/22/2023	878.37
		01-4200-1300 GAS BILL				878.37
090585 EXCEL BUSINESS SYSTEMS	496060	METER READING FOR OCTOBER	006050	11/08/2023	11/08/2023	226.58
		01-4100-0550 METER READING FOR OCTOBER				226.58
090743 EXCEL LEASING	281859	COPIER LEASE PAYMENT	000733	11/08/2023	11/08/2023	111.87
		01-4100-0700 COPIER LEASE PAYMENT				111.87

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Vendor 000000 Through 999999

Invoice Entry Date 11/04/2023 to 11/30/2023 Paid Invoices Cheque Date 11/04/2023 to 11/30/2023

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
006500 FIRE MARSHAL'S PUBLIC FIRE	IN164201	FIRE PREVENTION SUPPLIES	006068	11/22/2023	11/22/2023	50.76
		01-4100-1300 FIRE PREVENTION SUPPLIES				50.76
090779 FIREHOUSE CLOTHING CO	23_177	T-SHIRTS	006069	11/22/2023	11/22/2023	1,877.00
		01-4200-0500 T-SHIRTS				1,877.00
090779 FIREHOUSE CLOTHING CO	23_162	FF CLOTHING ORDER	006069	11/22/2023	11/22/2023	1,918.17
		01-4200-1860 FF CLOTHING ORDER				1,918.17
Vendor Total						3,795.17
090827 FIVE9 SOLUTIONS INC	INV004567	3 X PAGER / 1 X RADIO	006051	11/09/2023	11/09/2023	3,036.31
		01-4100-1800 3 X PAGER / 1 X RADIO				3,036.31
090766 GORD DAVENPORT AUTO INC	14417-308252	FLO PERM/CAR WASH	000734	11/09/2023	11/09/2023	164.64
		01-4100-0600 FLO PERM/CAR WASH				164.64
090766 GORD DAVENPORT AUTO INC	14417-309880	10 X SAFETY GLASSES	000747	11/22/2023	11/22/2023	51.53
		01-4100-1200 10 X SAFETY GLASSES				51.53
Vendor Total						216.17
090864 HICKS MORLEY HAMILTON ST	1668092	LEGAL FEE TO END OF SEPT 30/23	006052	11/08/2023	11/08/2023	203.40
		01-4100-0400 LEGAL FEE TO END OF SEPT 30/23				203.40
090864 HICKS MORLEY HAMILTON ST	1668093	LEGAL FEES	006052	11/08/2023	11/08/2023	2,278.08
		01-4100-0400 LEGAL FEES				2,278.08
090864 HICKS MORLEY HAMILTON ST	1671651	LEGAL FEES	006070	11/22/2023	11/22/2023	101.70
		01-4100-0400 LEGAL FEES				101.70
090864 HICKS MORLEY HAMILTON ST	1671652	LEGAL FEES	006070	11/22/2023	11/22/2023	32,835.54
		01-4100-0400 LEGAL FEES				32,835.54
090864 HICKS MORLEY HAMILTON ST	1671653	LEGAL FEES	006070	11/22/2023	11/22/2023	2,486.00
		01-4100-0400 LEGAL FEES				2,486.00
090756 HOMEWOOD HEALTH INC	H630415	ANNUAL EAP PROGRAM PREMIUM	006053	11/08/2023	11/08/2023	108.48
		01-4200-0400 ANNUAL EAP PROGRAM PREMIUM				108.48
008970 HYDRO ONE NETWORKS INC	200064490621-11-2023	HYDRO BILL	000735	11/08/2023	11/08/2023	652.43
		01-4200-1300 HYDRO BILL				652.43
009300 IDEAL SUPPLY COMPANY LIM	5815052	LIGHTBULBS	000736	11/08/2023	11/08/2023	39.64
		01-4200-1030 LIGHTBULBS				39.64
090802 JAKE'S TIRE & SERVICE	0689	TIRE REPAIR	006054	11/09/2023	11/09/2023	153.68
		01-4200-1020 TIRE REPAIR				153.68

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 11/04/2023 to 11/30/2023 Paid Invoices Cheque Date 11/04/2023 to 11/30/2023

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
090801 JEFF CLAYTON	2023-08	COFFEE/MUFFINS	006055	11/08/2023	11/08/2023	41.58
		01-4100-1500 COFFEE/MUFFINS				41.58
090801 JEFF CLAYTON	2023-09	HOTEL-REIMBURSEMENT	006055	11/09/2023	11/09/2023	460.42
		01-4100-1500 HOTEL-REIMBURSEMENT				460.42
Vendor Total						502.00
090885 JULIUS MENSAH	2023-01	D LICENSE	006056	11/08/2023	11/08/2023	122.75
		01-4100-1500 D LICENSE				122.75
090885 JULIUS MENSAH	2023-02	DRIVER MEDICAL	006056	11/08/2023	11/08/2023	150.00
		01-4200-1600 DRIVER MEDICAL				150.00
Vendor Total						272.75
090678 LARRY BYE MOBILE REPAIR	27639	HORTON FAN HUB REPAIR	006057	11/08/2023	11/08/2023	3,060.55
		01-4200-1050 HORTON FAN HUB REPAIR				3,060.55
090824 LUST FOR DUST	2023-10	MONTHLY CLEANING INVOICE	006058	11/08/2023	11/08/2023	508.50
		01-4200-1980 MONTHLY CLEANING INVOICE				508.50
013125 M & L SUPPLY	019044	EXTRICATION COAT/PANT X 2	006059	11/09/2023	11/09/2023	887.83
		01-4200-0500 EXTRICATION COAT/PANT X 2				887.83
013125 M & L SUPPLY	019232	AV-3000 SCBA MASK	006071	11/22/2023	11/22/2023	524.44
		01-4200-1800 AV-3000 SCBA MASK				524.44
Vendor Total						1,412.27
090806 MARK CROSS	2023-02	DRIVERS MEDICAL	006060	11/08/2023	11/08/2023	160.00
		01-4200-1600 DRIVERS MEDICAL				160.00
090806 MARK CROSS	2023-03	D LICENSE	006060	11/08/2023	11/08/2023	122.75
		01-4100-1500 D LICENSE				122.75
Vendor Total						282.75
090886 MIKE GLASSFORD	2023-01	LIGHTBULB	006064	11/13/2023	11/13/2023	89.37
		01-4200-1030 LIGHTBULB				89.37
090753 OMERS	2023-SAL-20	OMERS PREMIUMS	000737	11/09/2023	11/09/2023	1,545.76
		01-2900-6250 OMERS PREMIUMS				1,545.76
090753 OMERS	2023-SAL-19	OMERS PREMIUMS	000737	11/09/2023	11/09/2023	1,545.76
		01-2900-6250 OMERS PREMIUMS				1,545.76
Vendor Total						3,091.52
090825 RALPH SNYDER	2023-01	DRIVERS MEDICAL	006061	11/08/2023	11/08/2023	180.00
		01-4200-1600 DRIVERS MEDICAL				180.00
090887 ROYAL CANADIAN LEGION BF 1805681667		HOT CHOCOLATE	006065	11/16/2023	11/16/2023	255.98
		01-4100-1300 HOT CHOCOLATE				255.98

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Vendor 000000 Through 999999

Invoice Entry Date 11/04/2023 to 11/30/2023 Paid Invoices Cheque Date 11/04/2023 to 11/30/2023

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
090796 SANIGEAR	14292	SEP/OCT GEAR RENTAL	006062	11/08/2023	11/08/2023	847.50
		01-4200-0500 SEP/OCT GEAR RENTAL X 2				847.50
006350 SHELBURNE HOME HARDWAI	394797/1	STORAGE & BAGS & RAKE	000738	11/08/2023	11/08/2023	109.58
		01-4200-1030 STORAGE & BAGS				77.95
		01-4200-1015 RAKE				31.63
006350 SHELBURNE HOME HARDWAI	394647/1	6 X 6 SIR # 23-304	000738	11/08/2023	11/08/2023	95.58
		01-4100-0600 6 X 6 SIR # 23-304				95.58
090840 STILLWATER CONSULTING LI	4802	FLMS	006063	11/08/2023	11/08/2023	415.11
		01-4100-1500 FLMS				415.11
090840 STILLWATER CONSULTING LI	4701	FLMS MONTHLY FEE	006063	11/09/2023	11/09/2023	415.11
		01-4100-1500 FLMS MONTHLY FEE				415.11
Vendor Total						830.22
090573 SUNCOR ENERGY PRODUCT	23 11 02	FUEL FOR TRUCKS	000739	11/08/2023	11/08/2023	598.66
		01-4200-1060 FUEL FOR TRUCKS				598.66
090538 TD CANADA TRUST	2023-11	MONTHLY VISA STMT	000740	11/09/2023	11/09/2023	782.47
		01-4200-1060 FUEL				336.28
		01-4200-1005 SOLENOID				49.70
		01-4100-0700 ZOOM				24.28
		01-4100-1200 TIM HORTONS-FF REHAB				78.16
		01-4100-1200 TIM HORTONS-FF REHAB				78.16
		01-4100-1200 TIM HORTONS-FF REHAB				13.99
		01-4100-0550 OFFICE SUPPLIES				95.33
		01-4100-0550 OFFICE SUPPLIES				76.55
		01-4100-0600 CHAIN OIL/MOTO MIX				115.88
		01-4200-1800 BOLT CUTTER				39.54
		01-3000-0900 ANNUAL CASH BACK CREDIT				-125.40
020650 TOWN OF SHELBURNE	0546208	WATER & SEWER BILLING	000748	11/22/2023	11/22/2023	606.87
		01-4200-1300 WATER & SEWER BILLING				606.87
020650 TOWN OF SHELBURNE	0546253	WATER & SEWER BILLING	000748	11/22/2023	11/22/2023	19.62
		01-4200-1300 WATER & SEWER BILLING				19.62
Vendor Total						626.49
090888 ULINE CANADA CORPORATIO	13244119	16 X TRAINING TABLES	006072	11/22/2023	11/22/2023	6,246.65
		01-4100-1500 16 X TRAINING TABLES				6,246.65
090544 WAYNE BIRD FUELS	784640	FUEL FOR TRUCKS	000741	11/08/2023	11/08/2023	665.69
		01-4200-1060 FUEL FOR TRUCKS				665.69

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Vendor 000000 Through 999999

Invoice Entry Date 11/04/2023 to 11/30/2023 Paid Invoices Cheque Date 11/04/2023 to 11/30/2023

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
Unpaid Invoices						0.00
Paid Invoices						75,395.90
Invoices Total						75,395.90
Selected G/L Account Total						75,395.90