



# SHELBURNE & DISTRICT FIRE BOARD

## AGENDA

May 4, 2021

### **7:00 pm Electronic Meeting - Zoom ID 895 2688 8105**

1. Opening of Meeting
2. Additions or Deletions to Agenda
3. Approval of Agenda
4. Approval of Minutes – April 6, 2021
5. Disclosure of Pecuniary Interest
6. Public Question Period (15 min)
7. **Delegations / Deputations:**
  - 7.1 None
8. **Unfinished Business:**
  - 8.1 Closed Session
9. **New Business:**
  - 9.1 2020 Annual Report
  - 9.2 2021 YTD Budget
  - 9.3 Township of Amaranth Resolution
10. **Chief's Report:**
  - 10.1 Monthly Reports – (April 2021)
  - 10.2 Update from Fire Chief
11. **Future Business:**
  - 11.1 None
12. Accounts & Payroll – (April 2021)
13. Confirming Motion; Adjournment & Next Meeting Date



## **SHELburne & DISTRICT FIRE BOARD**

April 6, 2021

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 884 8764 1984) 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 7:02 pm.

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

Item 9.1 be moved to the beginning of the agenda.

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

##### 3.1 **Resolution # 1**

Moved by G. Little – Seconded by E. Hawkins

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

The Board of Management approves the agenda as amended.

**Carried**

#### 5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

#### 7. **Delegations / Deputations**

7.1 Michelle Adams, Senior Accountant, RLB

#### 9.1 **Draft Financial Statements – RLB**

Michelle Adams, Senior Accountant from RLB reviewed the statements with the Board. Michelle stated that on page 10, Contingencies could be removed.

**Resolution # 2**

Moved by G. Little - Seconded by S. Martin

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board accept and approve the Draft Consolidated Financial Statements for the year end of December 31, 2020 prepared, amended and presented by RLB.

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

**Carried**

4. **Approval of Minutes**4.1 **Resolution # 3**

Moved by J. Horner – Seconded by G. Little

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of February 2, 2021 as circulated.

**Carried**

7. **Public Question Period**

7.1 No public present.

8. **Unfinished Business**8.1 **2019 Operating Budget Surplus****Resolution # 4**

Moved by S. Hall – Seconded by S. Martin

**BE IT RESOLVED THAT:**

The 2019 surplus of \$90,325.93 be transferred to the capital account.

**Carried**

9.2 **2020 Operating Budget Surplus**

**Resolution # 5**

Moved by G. Little – Seconded by S. Hall

BE IT RESOLVED THAT:

The 2020 surplus of \$46,503.18, be transferred to the capital account and operating reserve account. The amount of \$26,500.00 to an operating reserve account and the balance of \$20,003.18 to the capital account.

**Carried**

8.2 **Township of Mulmur – Budget Approval**

Received.

8.3 **Closed Session**

**Resolution # 6**

Moved by E. Hawkins – Seconded by M. Mercer

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 # 7**

Moved by M. Mercer – Seconded by E. Hawkins

BE IT RESOLVED THAT:

We do now rise and report progress at 7:40 pm.

**Carried**

9. **New Business**

9.3 **Dufferin County Rescue Calls Policy**

The Board briefly discussed.

#### 9.4 **2021 Grant Applications**

- OFM Grant of \$6600 to be used towards training
  - Ø Auto Extrication Training
  - Ø First Aid Training
  - Ø FLMS Stillwater Software
  - Ø Chromebooks
- FCC AgriSpirits
  - Ø Applied for \$25,000 to be used towards the purchase of a breathing air cylinder filling station
- Legion Grant
  - Ø Applied for \$9,788.13 for the purchase of a Thermal Imaging Camera, 2 AED's, an Airway Management Kit and an O<sup>2</sup> Regulator

#### 9.5 **Ontario Fire College Training Modernization**

The Chief advised that he is currently exploring learning contracts with the college.

#### 9.6 **Set Up E-Transfer Payments**

##### **Resolution # 8**

Moved by G. Little – Seconded by H. Foster

BE IT RESOLVED THAT:

The Secretary-Treasurer be authorized to work with TD Canada Trust to set up the Fire Department's ability to receive E-Transfer payments for Inspections and Fire Reports.

**Carried**

#### 9.7 **Town of Shelburne Resolution – Dufferin County Service Delivery Review**

The Board had a lengthy discussion. The Board has stated that they would like to see the Town of Shelburne's report and be provided the opportunity to comment prior to the Town making a decision regarding dissolution of the Board.

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

##### 10.1 **Monthly Reports (February & March 2021)**

There was a total of 15 incidents for the month of February and 24 incidents for the month of March.

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

The Chief advised that there are currently 10 inspections in progress or completed. Training has resumed with firefighters split into 3 groups training on Tuesday, Wednesday and Thursday. Recruit training is taking place on Mondays.

Rescue truck replacement committee is waiting on budgetary pricing from multiple vendors.

Promotional exams for the Captain's position will take place near the end of the month.

## 11. **Future Business:**

### 11.1 Annual Report

## 12. **Accounts & Payroll – February & March 2021**

### 12.1 **Resolution # 9**

Moved by F. Nix – Seconded by H. Foster

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

The bills and accounts in the amount of \$41,716.02 for the period of January 29, 2021 to March 31, 2021 as presented and attached be approved for payment.

**Carried**

## 13. **Confirming and Adjournment**

### 13.1 **Resolution # 10**

Moved by E. Hawkins – Seconded by W. Hannon

#### **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 F. Nix – Seconded by M. Mercer

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 8:55 pm to meet again on May 4, 2021 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

Walter Benotto  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of April 6, 2021

| <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> |                |               |
| 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              |               |





# Shelburne & District Fire Department

2020 ANNUAL REPORT

Fire Chief Ralph Snyder | May 4, 2021

# ***SHELBURNE & DISTRICT FIRE DEPARTMENT 2020***



## Fire Chief

Ralph Snyder

## Deputy Chief

Jeff Clayton

## Captains

Mike Morrell  
Os Fleming  
Mark Elderfield  
1 vacant position (in process)

## Acting Captains

Steve Monds  
Oluf Jensen

## Firefighters

Rob Sellar  
Jamie Dempster  
Duane Foulger  
Mike Glassford  
Tony Quesnelle  
Kevin Rideout  
Ian Wallace  
Jason Duck  
Aaron Ferguson  
Matt Giles  
Devon Suttell  
Randy Narine  
Symon Weatherall  
Eddie Lane  
Luke Downey  
Mark Cross  
Owen Bennington  
O'Brian Campbell  
Alex Foulger  
Julius Mensah  
Brandon Batchelor  
Chris Garrett

## Administrative

Nicole Hill

# ***SHELBURNE & DISTRICT FIRE DEPARTMENT***

## ***OFFICE OF THE FIRE CHIEF:***

**Ralph Snyder**  
114 O'Flynn Street  
Shelburne, Ontario. L9V 2W9  
Telephone: 519-925-5111  
Cell: 519-938-1609  
Fax #: 519-925-1815  
[rsnyder@sdfd.ca](mailto:rsnyder@sdfd.ca)



## ***OFFICE OF THE SEC/TREAS:***

**Nicole Hill**  
114 O'Flynn Street  
Shelburne, Ontario. L9V 2W9  
Telephone: 519-925-5111  
Fax #: 519-925-1815  
[nhill@sdfd.ca](mailto:nhill@sdfd.ca)

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

## **A MESSAGE FROM THE FIRE CHIEF**

*I am pleased to present our 2020 Annual Report.*

*2020 saw a lowered demand for our services due to pandemic restrictions and we finished the year with 261 calls for service.*

*We spent 323 hours and 56 minutes responding to those 261 incidents for a total of 2111 man hours over 1621 individual responses from our members to manage those calls for service.*

*Our firefighters did manage to attend 42 training sessions in 2020 for a time commitment of 1964 staff hours.*

*Firefighters were unable to complete Public Education opportunities due to the pandemic. We are working towards virtual education events and in person sessions once restrictions are lifted.*

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

*Respectfully Submitted,*

*Chief Ralph Snyder*



# Shelburne and District Fire Department

Fire Chief :Ralph Snyder  
114 O'Flynn Street Shelburne ON  
Shelburne ON L9V 2W9  
PH : 925-5111 FAX : 925-1815

Date  
Apr 30 21

## Totals by Geographic Location From Jan 1 20 to Dec 31 20

Response Type

# of  
Incidents

### Unclassified

| <b>2208 - TWP of Amaranth</b> |  |   |
|-------------------------------|--|---|
| 01                            | Fire   | 1 |
| 03                            | NO LOSS OUTDOOR fire (see exclusions)                                      | 2 |
| 22                            | Pot on Stove (no fire)   | 1 |
| 23                            | Open air burning/unauthorized controlled burning<br>(no uncontrolled fire) | 1 |
| 38                            | CO false alarm - equipment malfunction (no CO<br>present)                  | 1 |
| 50                            | Power Lines Down, Arcing   | 1 |
| 53                            | CO incident, CO present (exc false alarms)                                 | 1 |
| 62                            | Vehicle Collision  | 4 |
| 82                            | Burns  | 1 |
| 88                            | Accident or illness related - cuts, fractures, person<br>fainted, etc.     | 1 |
| 910                           | Assisting Other FD: Mutual Aid   | 1 |
| 96                            | Call cancelled on route  | 1 |

\$ Saved:

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**Total For 2208 - TWP of Amaranth:** 16

| <b>2210 - East Luther/GrandValley</b> |                                |   |
|---------------------------------------|--------------------------------|---|
| 910                                   | Assisting Other FD: Mutual Aid | 1 |

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**Total For 2210 - East Luther/GrandValley:** 1

| <b>2212 - Town of Mono</b> |  |    |
|----------------------------|--|----|
| 01                         | Fire   | 2  |
| 03                         | NO LOSS OUTDOOR fire (see exclusions)                            | 2  |
| 31                         | Alarm System Equipment - Malfunction                             | 1  |
| 32                         | Alarm System Equipment - Accidental activation<br>(exc. code 35) | 1  |
| 38                         | CO false alarm - equipment malfunction (no CO<br>present)        | 1  |
| 50                         | Power Lines Down, Arcing   | 2  |
| 58                         | Public Hazard call false alarm                                   | 1  |
| 62                         | Vehicle Collision  | 15 |
| 69                         | Other Rescue   | 2  |
| 910                        | Assisting Other FD: Mutual Aid                                   | 2  |
| 96                         | Call cancelled on route  | 2  |
| 98                         | Assistance not required by other agency                          | 1  |

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**Total For 2212 - Town of Mono:** 32

**Totals by Geographic Location Continued**  
**From Jan 1 20 to Dec 31 20**

|  | <b>Response Type</b>  | <b># of Incidents</b> |  |
|--|---|-----------------------|--|
| <b>2214 - Town of Orangeville</b>                    |   |                       |  |
| 910  | Assisting Other FD: Mutual Aid  | 1                     |  |
| 96   | Call cancelled on route   | 1                     |  |
| <b>Total For 2214 - Town of Orangeville:</b>         |   | <b>2</b>              |  |
| <b>2216 - TWP of Mulmur</b>                          |   |                       |  |
| 01   | Fire  | 2                     |  |
| 03   | NO LOSS OUTDOOR fire (see exclusions)                                   | 1                     |  |
| 29   | Other pre fire conditions (no fire)                                     | 1                     |  |
| 35   | Human - Accidental (alarm accidentally activated by person)             | 1                     |  |
| 62   | Vehicle Collision   | 6                     |  |
| 702  | CPR administered  | 2                     |  |
| 910  | Assisting Other FD: Mutual Aid  | 1                     |  |
| 93   | Assistance to Other Agencies (exc 921 and 922)                          | 1                     |  |
| 96   | Call cancelled on route   | 1                     |  |
| 97   | Incident not found  | 1                     |  |
| 98   | Assistance not required by other agency                                 | 1                     |  |
| <b>Total For 2216 - TWP of Mulmur:</b>               |   | <b>18</b>             |  |
| <b>2219 - TWP of Melancthon</b>                      |   |                       |  |
| 01   | Fire  | 3                     |  |
| 03   | NO LOSS OUTDOOR fire (see exclusions)                                   | 4                     |  |
| 21   | Overheat (no fire, e.g. engines, mechanical devices)                    | 1                     |  |
| 23   | Open air burning/unauthorized controlled burning (no uncontrolled fire) | 1                     |  |
| 24   | Other Cooking/toasting/smoke/steam (no fire)                            | 1                     |  |
| 31   | Alarm System Equipment - Malfunction                                    | 2                     |  |
| 32   | Alarm System Equipment - Accidental activation (exc. code 35)           | 2                     |  |
| 34   | Human - Perceived Emergency   | 1                     |  |
| 36   | Authorized controlled burning - complaint                               | 1                     |  |
| 37   | CO false alarm - perceived emergency (no CO present)                    | 2                     |  |
| 50   | Power Lines Down, Arcing  | 6                     |  |
| 53   | CO incident, CO present (exc false alarms)                              | 3                     |  |
| 62   | Vehicle Collision   | 8                     |  |
| 71   | Asphyxia, Respiratory Condition   | 1                     |  |
| 73   | Seizure   | 1                     |  |
| 85   | CPR administered  | 1                     |  |
| 910  | Assisting Other FD: Mutual Aid  | 1                     |  |
| 93   | Assistance to Other Agencies (exc 921 and 922)                          | 1                     |  |
| 96   | Call cancelled on route   | 1                     |  |
| <b>Total For 2219 - TWP of Melancthon:</b>           |   | <b>41</b>             |  |
| <b>2221 - Shelburne and District Fire Department</b> |   |                       |  |
| 01   | Fire  | 2                     |  |

\$ Saved:

**Totals by Geographic Location Continued**  
**From Jan 1 20 to Dec 31 20**

| Response Type | # of Incidents  | \$ Saved: |
|---------------|---|-----------|
| 03            | NO LOSS OUTDOOR fire (see exclusions)                                   | 4         |
| 21            | Overheat (no fire, e.g. engines, mechanical devices)                    | 3         |
| 22            | Pot on Stove (no fire)  | 1         |
| 23            | Open air burning/unauthorized controlled burning (no uncontrolled fire) | 2         |
| 24            | Other Cooking/toasting/smoke/steam (no fire)                            | 5         |
| 29            | Other pre fire conditions (no fire)                                     | 3         |
| 31            | Alarm System Equipment - Malfunction                                    | 20        |
| 32            | Alarm System Equipment - Accidental activation (exc. code 35)           | 8         |
| 33            | Human - Malicious intent, prank   | 1         |
| 34            | Human - Perceived Emergency   | 2         |
| 35            | Human - Accidental (alarm accidentally activated by person)             | 2         |
| 36            | Authorized controlled burning - complaint                               | 2         |
| 37            | CO false alarm - perceived emergency (no CO present)                    | 7         |
| 38            | CO false alarm - equipment malfunction (no CO present)                  | 8         |
| 39            | Other False Fire Call   | 1         |
| 43            | Gas Leak - Refrigeration  | 1         |
| 45            | Spill - Gasoline or Fuel  | 1         |
| 50            | Power Lines Down, Arcing  | 5         |
| 53            | CO incident, CO present (exc false alarms)                              | 3         |
| 57            | Public Hazard no action required  | 2         |
| 58            | Public Hazard call false alarm  | 1         |
| 59            | Other Public Hazard   | 2         |
| 59            | Spill - Toxic Chemical  | 1         |
| 605           | Home/Residential Accident   | 1         |
| 62            | Vehicle Collision   | 11        |
| 69            | Other Rescue  | 1         |
| 71            | Asphyxia, Respiratory Condition   | 4         |
| 85            | CPR administered  | 2         |
| 85            | Vital signs absent, DOA   | 3         |
| 86            | Alcohol or drug related   | 1         |
| 898           | Medical/resuscitator call no action required                            | 2         |
| 89            | Other Medical/Resuscitator Call   | 3         |
| 910           | Assisting Other FD: Mutual Aid  | 1         |
| 92            | Assistance to Police (exc 921 and 922)                                  | 2         |
| 93            | Assistance to Other Agencies (exc 921 and 922)                          | 2         |
| 94            | Other Public Service  | 2         |
| 96            | Call cancelled on route   | 5         |
| 97            | Incident not found  | 1         |

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**Total For 2221 - Shelburne and District Fire Department:** 128

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**Total For Unclassified:** 238

**Totals by Geographic Location Continued**  
**From Jan 1 20 to Dec 31 20**

| Response Type   | # of Incidents |
|---|----------------|
| <b>Town</b>   |                |
| <b>2221 - Shelburne and District Fire Department</b>            |                |
| 22 Pot on Stove (no fire)                                       | 1              |
| 31 Alarm System Equipment - Malfunction                         | 3              |
| 35 Human - Accidental (alarm accidentally activated by person)  | 1              |
| 53 CO incident, CO present (exc false alarms)                   | 1              |
| 57 Public Hazard no action required                             | 1              |
| 58 Public Hazard call false alarm                               | 1              |
| 61 Vehicle Extrication  | 1              |
| 62 Vehicle Collision  | 2              |
| 71 Asphyxia, Respiratory Condition                              | 1              |
| 85 Vital signs absent, DOA                                      | 1              |
| 89 Other Medical/Resuscitator Call                              | 1              |
| 93 Assistance to Other Agencies (exc 921 and 922)               | 1              |
| <b>Total For 2221 - Shelburne and District Fire Department:</b> | <b>15</b>      |
| <b>Total For Town:</b>  | <b>15</b>      |
| <b>Rural</b>  |                |
| <b>2212 - Town of Mono</b>                                      |                |
| 96 Call cancelled on route                                      | 1              |
| <b>Total For 2212 - Town of Mono:</b>                           | <b>1</b>       |
| <b>2216 - TWP of Mulmur</b>                                     |                |
| 37 CO false alarm - perceived emergency (no CO present)         | 1              |
| <b>Total For 2216 - TWP of Mulmur:</b>                          | <b>1</b>       |
| <b>2219 - TWP of Melancthon</b>                                 |                |
| 01 Fire   | 1              |
| 62 Vehicle Collision  | 3              |
| 898 Medical/resuscitator call no action required                | 1              |
| <b>Total For 2219 - TWP of Melancthon:</b>                      | <b>5</b>       |
| <b>2221 - Shelburne and District Fire Department</b>            |                |
| 21 Overheat (no fire, e.g. engines, mechanical devices)         | 1              |
| <b>Total For 2221 - Shelburne and District Fire Department:</b> | <b>1</b>       |

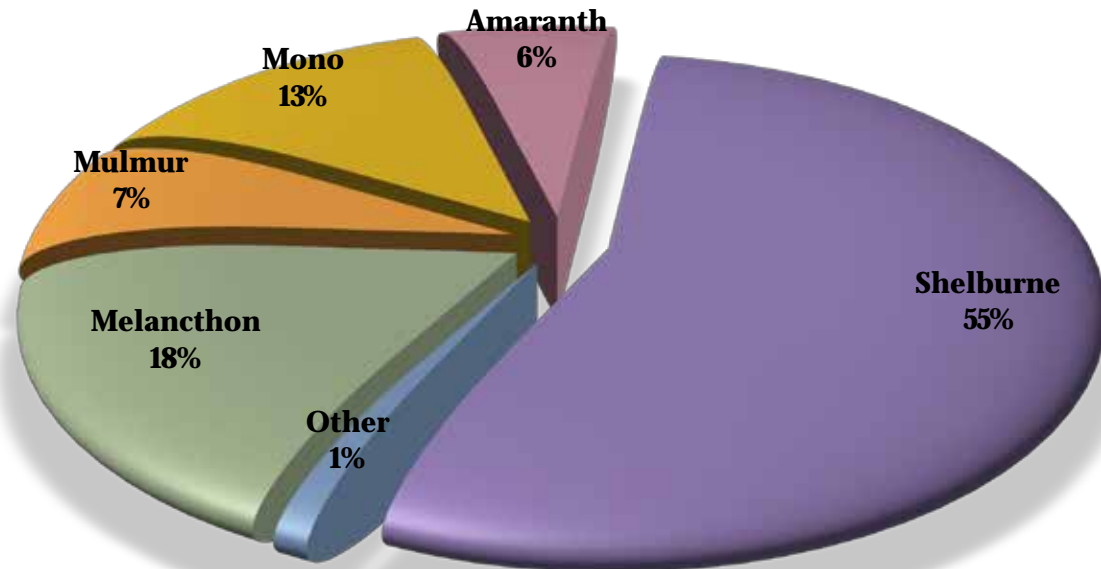
**Totals by Geographic Location Continued**  
**From Jan 1 20 to Dec 31 20**

| <b>Response Type</b>             | <b># of Incidents</b> |
|----------------------------------|-----------------------|
| <b>Total For Rural:</b>          | <b>8</b>              |
| <b>Total Number of Responses</b> | <b>261</b>            |

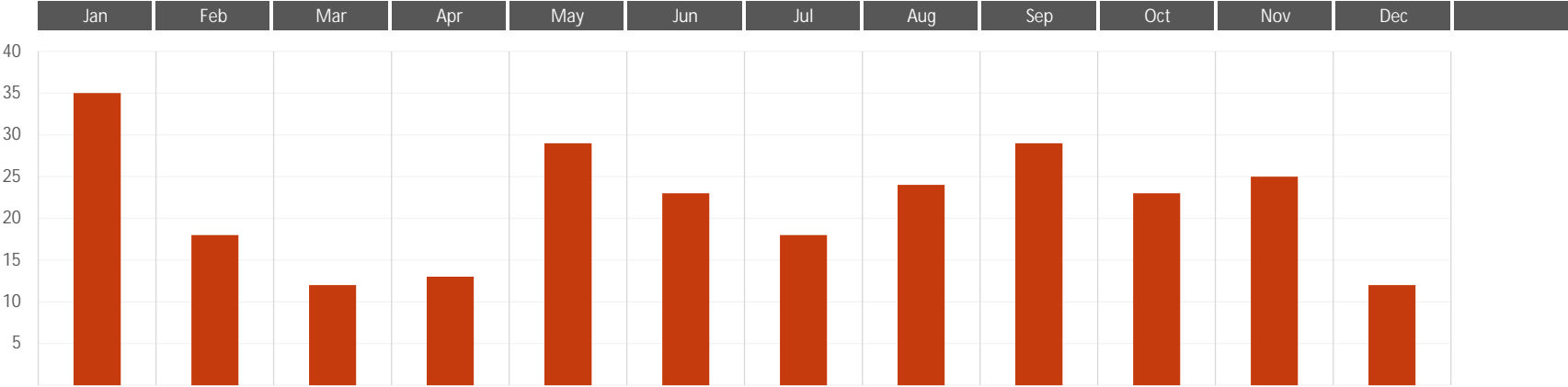


| Municipality | # of Calls |
|--------------|------------|
| Melancthon   | 46         |
| Mulmur       | 19         |
| Mono         | 33         |
| Amaranth     | 16         |
| Shelburne    | 144        |
| Other        | 3          |
|              | 261        |

**Calls for Service by Municipality**



# CALLOUTS BY MONTH



| Callouts     | Jan          | Feb          | Mar          | Apr          | May          | Jun          | Jul          | Aug          | Sep          | Oct          | Nov          | Dec          | Total         |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
|              | 35.00        | 18.00        | 12.00        | 13.00        | 29.00        | 23.00        | 18.00        | 24.00        | 29.00        | 23.00        | 25.00        | 12.00        | 261.00        |
| <b>Total</b> | <b>35.00</b> | <b>18.00</b> | <b>12.00</b> | <b>13.00</b> | <b>29.00</b> | <b>23.00</b> | <b>18.00</b> | <b>24.00</b> | <b>29.00</b> | <b>23.00</b> | <b>25.00</b> | <b>12.00</b> | <b>261.00</b> |

# ***SHELBURNE & DISTRICT FIRE DEPARTMENT***



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

## **2020 Firefighter Training**

IN 2020 we had our weekly in-house training routine disrupted multiple times by Covid 19. We still managed to cover a wide range of disciplines, techniques, and personal safety items. At various periods we did staggered starts, separation of personnel to different locations and finally training on 4 different weeknights.

Outside of the scheduled department training we had nearly all our external training opportunities cancelled.

The training library continues to be very well utilized by the members. Materials including texts, videos, and workbooks were signed out regularly.

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.

Some members have completed specialized Pump Operations certification, while others will be enrolled in the course as our first learning contract with the Ontario Fire College.

Additionally, we have members NFPA certified as Fire Officer, Fire & Life Safety Educator, Fire Inspector, Fire Investigator, and Fire Instructor.

All training records are 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 : 925-5111 FAX : 925-1815

Page 1 of 1

Date

Apr 26 21

## Inspections by Month From Jan 1 20 to Dec 31 20

|               |           |
|---------------|-----------|
| JAN 2020      | 4         |
| FEB 2020      | 1         |
| MAR 2020      | 1         |
| MAY 2020      | 2         |
| JUN 2020      | 2         |
| JUL 2020      | 2         |
| AUG 2020      | 1         |
| SEP 2020      | 3         |
| NOV 2020      | 2         |
| DEC 2020      | 1         |
| <b>Total:</b> | <b>19</b> |

# ***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 for putting their trust in me to lead this fire department.

2020 was another busy year for the Shelburne & District Fire Department. Our firefighters continued to show their professionalism with commitment and dedication to our communities.

The past year was filled with many transitions within our department. A change in delivery of dispatch services, a farewell to Chief Lemaich and the transition to a new Chief. All this during a pandemic with all the complications associated with following provincial guidelines and maintaining the health and safety of both our firefighters and the public they serve.

Deputy Chief Clayton, along with the support of the entire membership, operated the department very aptly during the process of filling the Chief's position.

Our apparatus fleet remains in good working condition as we work toward replacement of Rescue 26. 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 are investigating funding sources for this capital purchase.

We are facing some major challenges with the training of our Firefighters and Officers. The closing of the Ontario Fire College (OFC) campus has forced us to investigate new ways to achieve training goals. We have discussed learning contracts with the OFC Academic Manager and will pursue this alternative to continue education and training at a relatively low cost. 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.

Although SDFD call volume was down by 13% in 2020, probably due to restrictions imposed by the pandemic, 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 & DISTRICT FIRE BOARD

## 2021 OPERATING BUDGET

PRESENTED: May 6, 2021

| ACCOUNT NUMBER              | ACCOUNT NAME                       | 2021 BUDGET          | 2021 TO DATE         |
|-----------------------------|------------------------------------|----------------------|----------------------|
| <b>EXPENDITURES</b>         |                                    |                      |                      |
| 4100-0100                   | Treasurer                          | \$ 1,000.00          | \$ 200.00            |
| 4100-0300                   | Secretarial Services               | \$ 38,275.00         | \$ 11,632.78         |
| 4100-0400                   | Legal & Audit & HR Services        | \$ 7,500.00          | \$ 3,459.84          |
| 4100-0500                   | Mutual Aid Contributions           | \$ 1,000.00          |                      |
| 4100-0550                   | Office Supplies                    | \$ 3,000.00          | \$ 1,470.58          |
| 4100-0600                   | Material & Supplies                | \$ 2,250.00          | \$ 1,102.54          |
| 4100-0700                   | Services & Rentals                 | \$ 4,500.00          | \$ 2,653.01          |
| 4100-1100                   | MTO/ARIS Fees                      | \$ 1,000.00          | \$ 200.00            |
| 4200-1650                   | IT Support Dufferin County         | \$ 1,500.00          |                      |
| 4100-0800                   | Subscriptions & Memberships        | \$ 700.00            | \$ 95.49             |
| 4100-0900                   | Conventions & Conferences          | \$ 4,000.00          |                      |
| 4100-1000                   | Licence Renewal                    | \$ 850.00            | \$ 856.21            |
| 4100-1200                   | Health & Safety Expenses           | \$ 5,000.00          | \$ 788.06            |
| 4100-1300                   | Fire Prevention                    | \$ 6,000.00          | \$ 736.26            |
| 4100-1500                   | Training - Courses/Expense         | \$ 15,000.00         | \$ 2,936.11          |
| 4100-1900                   | Dispatch                           | \$ 37,000.00         | \$ 8,656.25          |
| 4200-0100                   | Fire Call Wages                    | \$ 131,250.00        | \$ 25,165.17         |
| 4200-0102                   | Full-time Staff Wages              | \$ 118,864.00        | \$ 39,440.91         |
| 4200-0103                   | VFF Salaries/Standby/Meetings      | \$ 39,500.00         | \$ 7,771.30          |
| 4200-0105                   | Thursday Night Practice            | \$ 32,500.00         | \$ 5,275.00          |
| 4200-0110                   | Employers Portion - EI             | \$ 3,500.00          | \$ 1,126.62          |
| 4200-0120                   | Employers Portion - CPP            | \$ 8,500.00          | \$ 3,423.85          |
| 4200-0150                   | Mileage & Meals                    | \$ 400.00            | \$ 73.67             |
| 4200-0200                   | Benefits (Manulife & VFIS)         | \$ 11,000.00         | \$ 5,612.21          |
| 4200-0210                   | WSIB                               | \$ 17,000.00         | \$ 6,017.46          |
| 4200-0220                   | Employer Health Tax                | \$ 4,000.00          | \$ 3,159.93          |
| 4200-0300                   | OMERS Pension Plan                 | \$ 13,000.00         | \$ 4,760.11          |
| 4200-0400                   | Employee Assistance Program        | \$ 1,000.00          |                      |
| 4200-0500                   | Protective Clothing/Uniforms       | \$ 3,500.00          | \$ 1,987.22          |
| 4200-0800                   | SCBA Maintenance                   | \$ 2,000.00          |                      |
| 4200-1005                   | Truck R&M - Pump 24                | \$ 4,000.00          | \$ 12.20             |
| 4200-1010                   | Truck R&M - Car 21                 | \$ 2,000.00          | \$ 354.81            |
| 4200-1020                   | Truck R&M - Tanker 25              | \$ 4,000.00          | \$ 27.92             |
| 4200-1030                   | Truck R&M - Rescue 26              | \$ 4,000.00          | \$ 800.70            |
| 4200-1040                   | Truck R&M - Pump 27                | \$ 4,000.00          |                      |
| 4200-1050                   | Truck R&M - Ladder 28              | \$ 4,000.00          |                      |
| 4200-1060                   | Fuel for Trucks                    | \$ 8,000.00          | \$ 2,217.22          |
| 4200-1100                   | Insurance Premium                  | \$ 45,000.00         |                      |
| 4200-1200                   | Miscellaneous/Recognition Night    | \$ 2,500.00          | \$ 500.00            |
| 4200-1250                   | Expressions of Sympathy            | \$ 250.00            |                      |
| 4200-1300                   | Utilities (Gas/Hydro/Water/Sewer)  | \$ 22,500.00         | \$ 6,814.25          |
| 4200-1400                   | Bell Canada (Dispatch Line)        | \$ 950.00            | \$ 303.92            |
| 4200-1500                   | Bell Canada (Admin Line)           | \$ 1,650.00          | \$ 411.36            |
| 4200-1550                   | Bell Mobility                      | \$ 1,600.00          | \$ 440.61            |
| 4200-1600                   | Vaccination & Driver Medicals      | \$ 400.00            |                      |
| 4200-1700                   | Bank Service Charges               | \$ 725.00            | \$ 171.00            |
| 4200-1750                   | Ceridian Payroll                   | \$ 2,500.00          | \$ 609.13            |
| 4200-1800                   | New Equipment Acquisition          | \$ 5,000.00          | \$ 5,014.22          |
| 4200-1810                   | Equipment Maintenance              | \$ 2,500.00          | \$ 2,941.72          |
| 4200-1860                   | FF Association Expenses            | \$ -                 |                      |
| 4200-1900                   | TSF Bell Tower Lease to Capital    |                      |                      |
| 4200-1980                   | Building Maintenance               | \$ 5,500.00          | \$ 2,307.99          |
| 4200-2000                   | Interest on Temporary Loans        | \$ 600.00            |                      |
| 4200-2100                   | Fire Hydrants                      | \$ 7,500.00          |                      |
| 4200-2500                   | Uncollectible Accounts             | \$ -                 |                      |
|                             | <b>TOTAL EXPENSES</b>              | <b>\$ 643,764.00</b> | <b>\$ 161,527.63</b> |
| <b>REVENUES:</b>            |                                    |                      |                      |
| 3000-0500                   | Interest on Current Account        | \$ 500.00            | \$ 43.41             |
| 3000-0600                   | Miscellaneous / Inspections        | \$ 5,000.00          | \$ 11,019.12         |
| 3000-0800                   | MTO / County MCV Revenue           | \$ 40,000.00         | \$ 1,455.00          |
| 3000-0900                   | Insurance / False Alarm Revenue    | \$ 5,000.00          | \$ 1,995.00          |
|                             | <b>SUBTOTAL REVENUES</b>           | <b>\$ 50,500.00</b>  | <b>\$ 14,512.53</b>  |
|                             | Operating Reserve                  | \$ 26,500.00         |                      |
| 2900-0000                   | Surplus/Deficit from Previous Year |                      |                      |
|                             | <b>TOTAL REVENUES</b>              | <b>\$ 77,000.00</b>  | <b>\$ 14,512.53</b>  |
| <b>TOTAL OPERATING LEVY</b> |                                    | <b>\$ 566,764.00</b> |                      |



374028 6TH LINE • AMARANTH ON • L9W 0M6

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April 12, 2021

Town of Shelburne  
Attention: Jennifer Willoughby, Clerk  
203 Main Street East  
Shelburne, Ontario L9V 3K7

Dear Ms Willoughby,

**RE: Resolution from Shelburne Council – Dufferin County SDR**

Please be advised that at the April 7, 2021 regular meeting of Council of the Township of Amaranth the enclosed email correspondence was received and discussed.

The Council of the Township of Amaranth moved the following motion in response:

**Resolution #13**

**Moved by: H. Foster – Seconded by: C. Gerrits**

**BE IT RESOLVED THAT:**

Council of the Township of Amaranth will continue to financially support the Centre Dufferin Recreation Centre and the Shelburne & District Fire Department operating expenses.

Council will place payments for capital costs in a separate reserve account until the Town of Shelburne has reached a decision regarding dissolution of the associated boards.

Council requests that the motion be forwarded to all contributing lower tier municipalities and the respective Clerks/CAO's

**CARRIED**

Council of the Township of Amaranth was displeased with the motion of the Town of Shelburne and feels that representation on adjoining boards and committees is beneficial to all residents of the County of Dufferin.

Yours truly,

Nicole Martin, Dipl. M.A.  
CAO/Clerk

C: Contributing municipalities as requested

**From:** [Jennifer Willoughby](#)  
**To:** [Nicole Martin](#); [Denise Holmes](#); "Mark Early"; [Tracey Atkinson](#)  
**Subject:** Resolution from Shelburne Council - Dufferin County SDR  
**Date:** Tuesday, March 16, 2021 12:41:49 PM

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Good Afternoon

At last night's Special Council meeting the following resolution was passed by Shelburne Council:

Moved By Mayor Mills  
Seconded By Councillor Benotto

Council supports in principle, the recommendations specific to indoor recreation and fire services from the County of Dufferin Service Delivery Review Part A and the dissolution of the boards of management whereby each service area would be directly delivered by the Town of Shelburne;

AND THAT Staff is directed to review and outline the processes to move forward with the dissolution of the two boards and outline the estimated timelines and estimated costs in a follow up report;

AND THAT Council directs Staff to incorporate this general direction in the scope of work that would be required within the Town's Service Delivery Review, as well as Parks and Recreation Master Plan as both projects will be completed in 2021.

CARRIED, W. Mills

A copy of the CAO's report can be found on the Town's website at the following link <https://pub-shelburne.escribemeetings.com/Meeting.aspx?Id=f59e24a9-2acf-4231-bf4b-b30e1cfdbe1c&Agenda=Agenda&lang=English>

You can also view the proceedings of Council on the Town's YouTube channel <https://www.youtube.com/channel/UCsar-MwF8CXrgPbe2EVxh-w>

Thank You

**Jennifer Willoughby, Director of Legislative Services/Clerk**  
**Phone: 519-925-2600 ext 223 | Fax: 519-925-6134 | [jwilloughby@shelburne.ca](mailto:jwilloughby@shelburne.ca)**  
**Town of Shelburne | 203 Main Street East, Shelburne ON L9V 3K7**  
[www.shelburne.ca](http://www.shelburne.ca)

The Town of Shelburne is proactively taking measures to limit the spread of COVID-19. As of February 16, 2021 at 12:01 a.m. our Region has returned to the [Framework](#) under Red-Control and will no longer be subject to the Stay-at-Home order. Town Hall will remain closed until further notice. Scheduled appointments are available from Tuesday to Friday from 9 am to 4 pm upon request. We are encouraging everyone to take advantage of the digital processes. You can pay your bills online by visiting our webpage [Paying My Bills](#). The best way to reach staff is by email. .

Thank you and stay healthy!



# **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  
Fax #: 519-925-1815  
[rsnyder@sdfd.ca](mailto:rsnyder@sdfd.ca)



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

## **Chief's Report April 2021**

### **Department Activities**

- Inspections – 4 in progress
- Training sessions – Total of 9, cancelled for week of Apr. 26
- R26 truck replacement committee has received budgetary pricing from Dependable EV \$410k
- Firefighters continue to receive C-19 vaccinations
- New (used) Hurst Jaws of Life picked up, serviced, and installed on R26

### **Chief's Activities**

- Attend County of Dufferin and Town of Shelburne Emergency Control Group meetings weekly
- Attended one Officer's meeting
- Promotional procedure for Captain's position is in process, delayed due to Covid 19, Testing May 8
- Review planning department documents – severance, site plan, plan of subdivision, zoning amendments
- Attended 1 pre-consultation meeting for Mulmur planning
- Attended 1 online OFM training session



## Shelburne & District Fire Department

**Prepared for Board Meeting: 06-04-21**

### ACCOUNTS PAYABLE

**2021**

**April**

|             |         |                                     |                     |
|-------------|---------|-------------------------------------|---------------------|
| <b>4100</b> | 100-300 | Secretarial/Treasurer Services      | 3,052.72            |
|             | 400     | Legal & Audit                       | 3,459.84            |
|             | 500     | Mutual Aid Contributions            |                     |
|             | 550     | Office Supplies                     | 515.34              |
|             | 600     | Materials & Supplies                | 680.32              |
|             | 700     | Service & Rent                      | 100.74              |
|             | 800     | Subscriptions & Membership          | 100.00              |
|             | 900     | Conventions & Conferences           |                     |
|             | 1000    | Licence Renewal                     |                     |
|             | 1100    | MTO/Aris Fees                       | 200.00              |
|             | 1200    | Health & Safety Expenses            | 203.10              |
|             | 1300    | Fire Prevention                     |                     |
|             | 1500    | Training Courses/Training Expenses  | 1,899.00            |
|             | 1800    | Communication Equipment             |                     |
|             | 1900    | Dispatch Service                    |                     |
| <b>4200</b> | 100     | Fire Call Wages                     |                     |
|             | 102     | FT Staff Wages/Stautory Ded/Pension | 11,898.26           |
|             | 103     | Salaries & Stand By Meetings        |                     |
|             | 105     | Practice Wages                      |                     |
|             | 200     | Benefits/WSIB/EHT                   | -455.42             |
|             | 150     | Mileage & Meals                     |                     |
|             | 500     | Protective Clothing/Uniforms        | 723.51              |
|             | 800     | SCBA Maintenance                    |                     |
|             | 1000    | Truck Operations & Maintenance      | 67.59               |
|             | 1060    | Fuel                                | 822.11              |
|             | 1100    | Insurance                           |                     |
|             | 1200    | Misc/Xmas Dinner/Plaque             |                     |
|             | 1300    | Utilities (Heat/Hydro/Water)        | 1,435.81            |
|             | 1400    | Telephone                           | 293.43              |
|             | 1600    | Vaccination & Medicals              |                     |
|             | 1650    | Computer & IT Support               |                     |
|             | 1700    | Service Charges                     |                     |
|             | 1750    | Ceridian Payroll                    | 235.08              |
|             | 1800    | New Equipment Acquisition           | 4,652.98            |
|             | 1810    | Equipment Maintenance               | 2,722.94            |
|             | 1950    | Purchase of Truck                   |                     |
|             | 1980    | Building Maintenance                | 796.84              |
|             | 1990    | Firehall Expansion-Engineer         |                     |
|             | 2100    | Fire Hydrant Maintenance            |                     |
|             |         | <b>GRAND TOTAL</b>                  | <b>\$ 33,404.19</b> |

# Accounts Payable

May 4, 2021 Board Meeting

Vendor 000000 Through 999999

Invoice Entry Date 04/01/2021 to 04/28/2021 Paid Invoices Cheque Date 04/01/2021 to 04/28/2021

| Vendor Number | Vendor Name                                 | Invoice Number     | Invoice Desc                                | Chq Nbr | Invoice Date | Entry Date | Amount   |
|---------------|---|--------------------|---|---------|--------------|------------|----------|
| 001350        | A.J. STONE COMPANY LIMITEI                  | 158935             | OTTAWA BRASS BACKPACK                       | 005551  | 04/15/2021   | 04/15/2021 | 471.01   |
|               |   |                    | 01-4100-0600 OTTAWA BRASS BACKPACK          |         |              |            | 471.01   |
| 001350        | A.J. STONE COMPANY LIMITEI                  | 159400             | FOREST LITE HOSE X 2                        | 005561  | 04/16/2021   | 04/16/2021 | 361.60   |
|               |   |                    | 01-4200-1800 FOREST LITE HOSE COUPLINGS X 2 |         |              |            | 361.60   |
| 001350        | A.J. STONE COMPANY LIMITEI                  | 159394             | GLOVES X 8                                  | 005561  | 04/16/2021   | 04/16/2021 | 803.43   |
|               |   |                    | 01-4200-0500 GLOVES X 8                     |         |              |            | 803.43   |
| 001350        | A.J. STONE COMPANY LIMITEI                  | 159445             | HOSE ARMTEX 1.75"X10' ORANGE                | 005562  | 04/27/2021   | 04/27/2021 | 217.92   |
|               |   |                    | 01-4200-1810 HOSE ARMTEX 1.75"X10' ORANGE   |         |              |            | 217.92   |
| Vendor Total  |   |                    |   |         |              |            | 1,853.96 |
| 090783        | BELL 5199253431                             | 5199253431-04-2021 | Dispatch Line                               | 000247  | 04/27/2021   | 04/27/2021 | 84.37    |
|               |   |                    | 01-4200-1400 Dispatch Line                  |         |              |            | 84.37    |
| 002300        | BELL 5199255111                             | 5199255111-04-2021 | Telephone                                   | 000248  | 04/27/2021   | 04/27/2021 | 114.91   |
|               |   |                    | 01-4200-1500 Telephone                      |         |              |            | 114.91   |
| 090599        | BELL CANADA (INTERNET)                      | 504622880-04-2021  | INTERNET ACCESS                             | 000249  | 04/27/2021   | 04/27/2021 | 101.64   |
|               |   |                    | 01-4100-0600 INTERNET ACCESS                |         |              |            | 101.64   |
| 090502        | BELL MOBILITY                               | 500168303-04-2021  | MOBILE PHONE BILL                           | 000250  | 04/27/2021   | 04/27/2021 | 126.56   |
|               |   |                    | 01-4200-1550 MOBILE PHONE BILL              |         |              |            | 126.56   |
| 090723        | CERIDIAN                                    | 2021-VFF-03        | SERVICE CHARGE                              | 000239  | 04/15/2021   | 04/15/2021 | 123.09   |
|               |   |                    | 01-4200-1750 SERVICE CHARGE                 |         |              |            | 123.09   |
| 090723        | CERIDIAN                                    | 2021-SAL-05        | SERVICE CHARGE                              | 000239  | 04/15/2021   | 04/15/2021 | 34.50    |
|               |   |                    | 01-4200-1750 SERVICE CHARGE                 |         |              |            | 34.50    |
| 090723        | CERIDIAN                                    | 2021-SAL-06        | SERVICE CHARGE                              | 000239  | 04/15/2021   | 04/15/2021 | 34.50    |
|               |   |                    | 01-4200-1750 SERVICE CHARGE                 |         |              |            | 34.50    |
| 090723        | CERIDIAN                                    | 2021-SAL-07        | SERVICE CHARGE                              | 000251  | 04/27/2021   | 04/27/2021 | 34.50    |
|               |   |                    | 01-4200-1750 SERVICE CHARGE                 |         |              |            | 34.50    |
| 090723        | CERIDIAN                                    | 2021-SAL-08        | SERVICE CHARGE                              | 000251  | 04/27/2021   | 04/27/2021 | 34.50    |
|               |   |                    | 01-4200-1750 SERVICE CHARGE                 |         |              |            | 34.50    |
| Vendor Total  |   |                    |   |         |              |            | 261.09   |
| 003650        | CODE 4 FIRE & RESCUE INC. 207081            |                    | PREVENTATIVE MAINTENANCE                    | 005563  | 04/27/2021   | 04/27/2021 | 2,695.05 |
|               |   |                    | 01-4200-1810 PREVENTATIVE MAINTENANCE       |         |              |            | 2,695.05 |
| 090578        | DESJARDINS CARD SERVICE                     | 529 04 2021        | OFFICE SUPPLIES                             | 000252  | 04/27/2021   | 04/27/2021 | 363.85   |
|               |   |                    | 01-4100-0550 OFFICE SUPPLIES                |         |              |            | 363.85   |
| 003740        | ENBRIDGE CONSUMERS GAS 122174110005-04-2021 |                    | GAS BILL                                    | 000253  | 04/27/2021   | 04/27/2021 | 468.71   |
|               |   |                    | 01-4200-1300 GAS BILL                       |         |              |            | 468.71   |
| 090585        | EXCEL BUSINESS SYSTEMS 413178               |                    | METER READING FOR MARCH                     | 005552  | 04/15/2021   | 04/15/2021 | 95.76    |

# Accounts Payable

May 4, 2021 Board Meeting

Vendor 000000 Through 999999

Invoice Entry Date 04/01/2021 to 04/28/2021 Paid Invoices Cheque Date 04/01/2021 to 04/28/2021

| Vendor Number | Vendor Name                          | Invoice Number       | Invoice Desc               | Chq Nbr | Invoice Date             | Entry Date | Amount   |
|---------------|--------------------------------------|----------------------|----------------------------|---------|--------------------------|------------|----------|
|               |                                      |                      | 01-4100-0550               |         | METER READING FOR MARCH  |            | 95.76    |
| 090743        | EXCEL LEASING                        | 254424               | COPIER LEASE PAYMENT       | 000240  | 04/15/2021               | 04/15/2021 | 111.87   |
|               |                                      |                      | 01-4100-0700               |         | COPIER LEASE PAYMENT     |            | 111.87   |
| 006500        | FIRE MARSHAL'S PUBLIC FIRE2021-04-12 |                      | ANNUAL MEMBERSHIP          | 005564  | 04/27/2021               | 04/27/2021 | 100.00   |
|               |                                      |                      | 01-4100-0800               |         | ANNUAL MEMBERSHIP        |            | 100.00   |
| 008970        | HYDRO ONE NETWORKS INC               | 200064490621-04-2021 | HYDRO BILL                 | 000241  | 04/15/2021               | 04/15/2021 | 1,157.39 |
|               |                                      |                      | 01-4200-1300               |         | HYDRO BILL               |            | 1,157.39 |
| 009300        | IDEAL SUPPLY COMPANY LIM             | 2407587              | AIR 1 DEF                  | 000242  | 04/15/2021               | 04/15/2021 | 13.55    |
|               |                                      |                      | 01-4200-1005               |         | AIR 1 DEF                |            | 13.55    |
| 009300        | IDEAL SUPPLY COMPANY LIM             | 2500669              | PIPE STRAP/CABLE TIE       | 000254  | 04/27/2021               | 04/27/2021 | 81.08    |
|               |                                      |                      | 01-4100-0600               |         | PIPE STRAP/CABLE TIE     |            | 81.08    |
| Vendor Total  |                                      |                      |                            |         |                          |            | 94.63    |
| 090646        | INTERNATIONAL STRETCHER              | 23434                | ADJUSTABLE SLINGS          | 005553  | 04/15/2021               | 04/15/2021 | 203.66   |
|               |                                      |                      | 01-4100-1200               |         | ADJUSTABLE SLINGS        |            | 203.66   |
| 090678        | LARRY BYE MOBILE REPAIR              | 25355                | CAB FILTER                 | 005554  | 04/15/2021               | 04/15/2021 | 31.00    |
|               |                                      |                      | 01-4200-1020               |         | CAB FILTER               |            | 31.00    |
| 090824        | LUST FOR DUST                        | 2021-03              | MONTHLY CLEANING INVOICE   | 005555  | 04/15/2021               | 04/15/2021 | 508.50   |
|               |                                      |                      | 01-4200-1980               |         | MONTHLY CLEANING INVOICE |            | 508.50   |
| 090797        | NICOLE HILL                          | 2021-01              | POSTAGE                    | 005556  | 04/15/2021               | 04/15/2021 | 20.89    |
|               |                                      |                      | 01-4100-0550               |         | POSTAGE                  |            | 20.89    |
| 090602        | OLUF JENSEN                          | 2021-02              | VACCUUM                    | 005557  | 04/15/2021               | 04/15/2021 | 87.01    |
|               |                                      |                      | 01-4200-1980               |         | VACCUUM                  |            | 87.01    |
| 090753        | OMERS                                | 2021-SAL-06          | OMERS PREMIUMS             | 005558  | 04/15/2021               | 04/15/2021 | 1,221.22 |
|               |                                      |                      | 01-2900-6250               |         | OMERS PREMIUMS           |            | 1,221.22 |
| 090753        | OMERS                                | 2021-SAL-05          | OMERS PREMIUMS             | 005558  | 04/15/2021               | 04/15/2021 | 1,249.20 |
|               |                                      |                      | 01-2900-6250               |         | OMERS PREMIUMS           |            | 1,249.20 |
| 090753        | OMERS                                | 2021-SAL-07          | OMERS PREMIUMS             | 005565  | 04/27/2021               | 04/27/2021 | 1,163.36 |
|               |                                      |                      | 01-2900-6250               |         | OMERS PREMIUMS           |            | 1,163.36 |
| 090753        | OMERS                                | 2021-SAL-08          | OMERS PREMIUMS             | 005565  | 04/27/2021               | 04/27/2021 | 1,163.36 |
|               |                                      |                      | 01-2900-6250               |         | OMERS PREMIUMS           |            | 1,163.36 |
| Vendor Total  |                                      |                      |                            |         |                          |            | 4,797.14 |
| 090609        | RLB                                  | RLB0011826           | ANNUAL AUDIT               | 000255  | 04/27/2021               | 04/27/2021 | 3,842.00 |
|               |                                      |                      | 01-4100-0400               |         | ANNUAL AUDIT             |            | 3,842.00 |
| 006350        | SHELBURNE HOME HARDWAF               | 323727/1             | SEWGE AUTO PUMP/3WRE CNCTR | 005559  | 04/15/2021               | 04/15/2021 | 320.17   |

# Accounts Payable

May 4, 2021 Board Meeting

Vendor 000000 Through 999999

Invoice Entry Date 04/01/2021 to 04/28/2021 Paid Invoices Cheque Date 04/01/2021 to 04/28/2021

| Vendor Number              | Vendor Name                | Invoice Number | Invoice Desc             | Chq Nbr                  | Invoice Date | Entry Date | Amount    |
|----------------------------|----------------------------|----------------|--------------------------|--------------------------|--------------|------------|-----------|
|                            |                            |                | 01-4200-1030             | 3WRE CNCTR               |              |            | 30.50     |
|                            |                            |                | 01-4200-1980             | SEWGE AUTO PUMP          |              |            | 289.67    |
| 090833                     | SIMCOE CPR & SAFETY TRAIN  | 10911          | EMR INST/CPR INST COURSE | 005560                   | 04/15/2021   | 04/15/2021 | 1,500.00  |
|                            |                            |                | 01-4100-1500             | EMR INST/CPR INST COURSE |              |            | 1,500.00  |
| 090573                     | SUNCOR ENERGY PRODUCTS     | 21 04 05       | FUEL FOR TRUCKS          | 000243                   | 04/15/2021   | 04/15/2021 | 545.24    |
|                            |                            |                | 01-4200-1060             | FUEL FOR TRUCKS          |              |            | 545.24    |
| 090538                     | TD CANADA TRUST            | 2021-04        | MONTHLY VISA STATEMENT   | 000244                   | 04/15/2021   | 04/15/2021 | 5,728.25  |
|                            |                            |                | 01-4100-1100             | ARIS FEES                |              |            | 200.00    |
|                            |                            |                | 01-4100-0550             | ZOOM                     |              |            | 22.60     |
|                            |                            |                | 01-4100-1200             | WATER-REHAB SUPPLIES     |              |            | 19.70     |
|                            |                            |                | 01-4100-1500             | PERSONAL MGMT SKILLS     |              |            | 399.00    |
|                            |                            |                | 01-4200-1810             | AED BATTERIES            |              |            | 110.73    |
|                            |                            |                | 01-4100-0600             | CHAIN OIL/MOTOMIX        |              |            | 101.74    |
|                            |                            |                | 01-4100-0550             | MICROSOFT EMAIL          |              |            | 69.16     |
|                            |                            |                | 01-4200-1800             | HYDRAULIC RESCUE TOOLS   |              |            | 4,805.32  |
| 090544                     | WAYNE BIRD FUELS           | 641697         | FUEL FOR TRUCKS          | 000245                   | 04/16/2021   | 04/16/2021 | 367.66    |
|                            |                            |                | 01-4200-1060             | FUEL FOR TRUCKS          |              |            | 367.66    |
| 023750                     | WORKPLACE SAFETY INSURANCE | 2021-Q1        | WSIB PREMIUMS            | 000246                   | 04/15/2021   | 04/15/2021 | 2,974.40  |
|                            |                            |                | 01-4200-0210             | WSIB PREMIUMS            |              |            | 2,974.40  |
| Unpaid Invoices            |                            |                |                          |                          |              |            | 0.00      |
| Paid Invoices              |                            |                |                          |                          |              |            | 28,555.71 |
| Invoices Total             |                            |                |                          |                          |              |            | 28,555.71 |
| Selected G/L Account Total |                            |                |                          |                          |              |            | 28,555.71 |