



SHELburne & DISTRICT FIRE BOARD

December 5, 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 Chair, Shane Hall, 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

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by D. White – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 7, 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 Capital Budget

The Board discussed the addition of the Simulcast Radio System Capital project; the Board would like to inquire about the possibility of County Emergency Services putting some money towards funding this project.

Resolution # 3

Moved by G. Little – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne and Distract Fire Department Joint Board of Management adopt the amended 2024 Capital Budget which includes the Simulcast Radio System Capital Project in the amount of \$80,000.00 and a Capital Levy of \$392,000.00 and that this request be circulated to the participating municipalities.

Carried

9. **New Business**

9.1 2022 Annual Report

Resolution # 4

Moved by J. Horner – Seconded by D. White

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Fire Chief's 2022 Annual Report;

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

Carried

10. **Chief's Report**

10.1 **Monthly Reports (November 2023)**

There was a total of 29 incidents and approximately 213 staff hours for the month of November.

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

Staff attended Remembrance Day services in Horning's Mills and Shelburne. Smoke/CO Alarms were delivered to Shepard's Cupboard Foodbank. The installation of the new SCBA Compressor and fill station was completed.

The Chief met with the new OFM Advisor, John Doucet, the Chief also attended the provincial mutual aid webinar. Preparing data for consultants on Community Risk Assessments.

11. **Future Business:**

11.1 Nothing at this time.

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

12.1 **Resolution # 5**

Moved by E. Hawkins – Seconded by A. Stirk

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$75,395.90 for the period of November 4, 2023 to November 30, 2023 as presented and attached be approved for payment.

Carried

8.2 Closed Session

Resolution # 6

Moved by M. Davie– Seconded by A. Stirk

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 F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

We do now rise and report progress at 8:33 p.m.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 8**

Moved by D. White – Seconded by A. Stirk

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

13.2 **Resolution # 9**

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:34 pm to meet again on January 2, 2024 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Shane Hall
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of December 5, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Andrew Stirk	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	