

SHELBURNE & DISTRICT FIRE BOARD

February 3, 2015

The Shelburne & District Fire Department **Board of Management** was held at the Fire Hall on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair Tom Egan called meeting to order at 7:00 pm.

2 **Additions or Deletions to Agenda**

2.1 None at this time.

3. **Approval of Agenda**

3.1 **Resolution #1**

Moved by J. Horner - Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution #2**

Moved by K. McGhee - Seconded by J. Elliott

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of January 6, 2015 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **Draft Operating & Capital Budgets for 2015**

The amended operating and capital budgets were presented to the board with some changes as discussed at the last meeting. Transportation for the new Fire Chief was discussed amongst the board, perhaps adding a vehicle to the forecasted capital plan would be an option. After further discussions the following motions were passed:

Resolution #3

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District fire board of management adopt the 2015 Operating Budget in the amount of \$360,526.00 which represents a 3% increase over 2014; and further that this request be circulated to the participating municipalities for approval.

Carried

Resolution #4

Moved by W. Hannon – Seconded by K. McGhee

BE IT RESOLVED THAT:

In accordance with the adopted 5 year capital plan (ends 2016), the regular capital levy be set at \$95,000.00 for the year 2015 and that this request be circulated to the participating municipalities for approval.

Carried

9. **New Business**

9.1 **Draft Audited Financial Statements for 2014**

Resolution #5

Moved by J. Horner – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire board receives the 2014 Draft Consolidated Financial Statements for the year ending December 31st, 2014 from RLP, LLP; and further the Board requests that the final copy of the Financial Statements be forwarded to the participating municipalities as soon as possible.

Carried

10. **Chief's Report**

10.1 **Monthly Report (January 2015)**

There were a total of 21 calls for the month of January. There were several inspections, fire plan reviews as well as regular training during the month.

10.2 **Update from Acting Fire Chief**

Sign Update – 2 Quotes have been received. Ed will follow up at next meeting with recommendation.

11. **Future Business**

11.1. Nothing at this time.

12. **Accounts & Payroll**

12.1 **Resolution #6**

Moved by F. Nix - Seconded by H. Hayes

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$8,908.35 for the period of December 24th, 2014 to January 30th, 2015 as presented and attached be approved for payment.

Carried

12.2 **Resolution #7**

Moved by J. Elliott – Seconded by K. McGhee

BE IT RESOLVED THAT:

Payroll for the following month(s) be approved for payment:

January 2015 - \$40,793.88

Carried

13. **Confirming and Adjournment**

13.1 **Resolution #8**

Moved by W. Hannon – Seconded by J. Horner

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 H. Hayes – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:08 pm to meet again on March 3, 2015 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Carey Holmes

Carey Holmes, AMCT
Secretary-Treasurer

Approved:

Tom Egan

Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of February 3, 2015

Municipality / Member	Present	Absent
Township of Amaranth		
Heather Foster		X
Gail Little	X	
Town of Mono		
Ken McGhee	X	
Fred Nix	X	
Township of Melancthon		
Janice Elliott	X	
Wayne Hannon	X	
Town of Shelburne		
Tom Egan	X	
Ken Bennington	X	
Township of Mulmur		
Heather McIntosh-Hayes	X	
Janet Horner	X	
Staff		
Ed Walsh – Acting Fire Chief	X	
David Holmes - Captain	X	
Carey Holmes - Sec/Treas.	X	