

## **SHELBURNE & DISTRICT FIRE BOARD**

July 8<sup>th</sup>, 2014

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 No additions or deletions

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

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

Moved by K. McGhee - Seconded by H. Hayes

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

The Board of Management approves the agenda as presented.  
**Carried**

#### 4. **Approval of Minutes**

##### 4.1 **Resolution #2**

Moved by L. Hilchey - Seconded by F. Nix

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

The Board of Management adopt the minutes under the date of June 3, 2014 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 None at this time.

8. **Unfinished Business**

8.1 **Unit #1 – Update**

Chair Tom Egan announced that the Town of Shelburne is only willing to pay \$1,000.00 for Unit #1. The Board decided that they will not accept this offer and after further discussion, it was decided that Unit #1 will be parked on the front lawn with a For Sale sign, and bids will be accepted.

8.2 **FPO - Update**

Chair Tom Egan reported that there were no new updates to report. The Town is still working on fine details of the position. The Board continues to support the hiring of an FPO Officer, although there are contract details to be discussed and finalized. Tom reported that there may be more progress after the Monday, July 15th Town Council meeting.

8.3 **Staffing Review Committee – Update – “In Camera Session”**

**Resolution #3**

Moved by: H. Hayes – Seconded by: J. Elliott

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board do now go “in camera” to discuss the following at 7:55 pm.

PERSONAL MATTERS ABOUT AN INDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES

**Carried**

## **Resolution #4**

Moved by: N. Malek – Seconded by: J. Elliott

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

We do now rise and report progress at 8:20 pm.

**Carried**

The staffing review committee will meet again to review and seek legal advice with respect to the Fire Department Administration SOG's.

## 9. **New Business**

9.1 No New Business.

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

### 10.1 **Monthly Reports (June 2014)**

There were a total of 20 calls for the month of June. Training included SCBA Maintenance, Air brakes review, Auto Extrication, Driver Training on Unit 8 and Natural Gas Awareness.

### 10.2 **Update from Chief / Deputy-Chief**

The Chief reported that Interviews have begun for new hires. We are currently looking at filling 5 spots.

A bill was received from Demmans Excavating for \$887.05, for the structure fire that occurred in Hornings Mills. An oral approval was given for the Secretary-Treasurer to pay this bill for now, however perhaps cost recovery will be possible at a later date. A copy of the fire report will be sent to Melancthon for this fire.

The fire fighters will be attending Pickin' in the Park for public education regarding propane awareness and fire extinguisher demo on Saturday, July 26<sup>th</sup>, 2014.

## 11. **Future Business**

11.1. The following items were asked to be place on the next agenda:

- A report for the requirement on fire alarms and co-detectors (asked by Board Member Ken McGhee for Steve to present)
- Review of SOG 1405 regarding mandatory retirement. (Staffing Review Committee to report)
- Municipal request for use of Fire Department equipment. (request by Heather Hayes to borrow the ladder truck to fix the roof on the dome at the Mulmur Township public works building)

12. **Accounts & Payroll**

12.1 **Resolution #5**

Moved by F. Nix - Seconded by K. McGhee

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$61,079.41 for the period of May 30<sup>th</sup>, 2014 to July 4<sup>th</sup>, 2014 as presented and attached be approved for payment.

**Carried**

12.2 **Resolution #6**

Moved by F. Nix – Seconded by K. McGhee

**BE IT RESOLVED THAT:**

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

June 2014 - \$11,611.67

**Carried**

13. **Confirming and Adjournment**

13.1 **Resolution #7**

Moved by K. McGhee – Seconded by L. Hilchey

**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 #8**

Moved by J. Elliott – Seconded by H. Hayes

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 8:22 p.m. to meet again on September 2<sup>nd</sup>, 2014 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

*Carey Holmes*

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Carey Holmes, AMCT  
Secretary-Treasurer

Approved:

*Tom Egan*

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Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of July 8, 2014

Municipality / Member	Present	Absent
<b>Township of Amaranth</b>		
Brian Besley		X
Heather Foster		X
<b>Town of Mono</b>		
Ken McGhee	X	
Fred Nix	X	
<b>Township of Melancthon</b>		
Janice Elliott	X	
Nanci Malek	X	
<b>Town of Shelburne</b>		
Tom Egan	X	
Ken Bennington		X
<b>Township of Mulmur</b>		
Lynn Hilchey	X	
Heather Hayes	X	
<b>Staff</b>		
Steve Horsley - Chief	X	
Ed Walsh - Dep. Chief		X
Carey Holmes - Sec/Treas.	X	
David Holmes - Captain	X	