

SHELBURNE & DISTRICT FIRE BOARD

September 2nd, 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 Added "Inspection Request – copies for Mulmur Twp" under Update from Chief.

3. **Approval of Agenda**

3.1 **Resolution #1**

Moved by L. Hilchey - Seconded by N. Malek

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution #2**

Moved by N. Malek - Seconded by L. Hilchey

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of July 8, 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 on Sale**

Captain David Holmes reported that Unit #1 has been sold for \$2,202.99 to Jon Squirrel. The truck has already been picked up by the new owner.

8.2 **Staffing Review Committee – Update – “In Camera”**

Discussion was moved to the end of the meeting.

Resolution #3

Moved by: F. Nix – Seconded by: N. Malek

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following at 8:00 pm:

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

Carried

Resolution #4

Moved by: H. Hayes – Seconded by: B. Besley

BE IT RESOLVED THAT:

We do now rise and report progress at 8:27 pm.

Carried

9. **New Business**

9.1 Municipalities using Fire Department Equipment

It was discussed whether or not Municipalities are allowed to use the Fire Department equipment for various municipal activities. Staff were instructed to check with other fire departments and inquire about their policy on borrowing equipment, as well as calling the insurance company to question this. Rental fees were discussed, however it was agreed that the department is not in the rental business. The department may be able to develop a policy, which would also state that personnel cannot use the equipment for their own personal use either.

9.2 Communication Agreement

It was discussed that the City of Owen Sound is not looking to take on anymore fire departments communication services. The main concern with the existing agreement is the disclaimer of liability. The Police Chief and Ambulance are happy with the service they are currently receiving from Orangeville. The Board agreed that this matter could be discussed again next year prior to renewal of the agreement in July of 2015 and with the possibility of a joint tendering process including police and ambulance.

9.3 Requirements for Smoke Alarms & CO2 Detectors – Report from Chief

Chief Horsley reported that currently smoke alarms are required on every floor (located outside of the bedrooms); it is a \$235.00 fine per violation. Landlords are also responsible for this. As of yet, there are no regulations for CO2 detectors, however, they are looking at the fines being the same as smoke alarms are now. The OFM will advertise the new laws prior to the legislation taking effect, sometime around June of 2015. This could be information for each municipality to put in their tax bill inserts for public education and fire prevention tips.

9.4 Motion from Town of Shelburne Re: Stop Sign Request

The Shelburne & District Fire Board has no objection to the Town of Shelburne installing a stop sign at the corner of Jelly Street North and First Ave East. A letter to the town from the fire board will be sent indicating same.

10. **Chief's Report**

10.1 **Monthly Reports (July and August 2014)**

There were a total of 24 calls for the month of July, and 23 calls for the month of August.

10.2 **Update from Chief / Deputy-Chief / Inspections for Mulmur**

The Board discussed borderline calls/double billing. The Chief reported that when the Orangeville Fire Department arrives to a call and they are not the only department there, they do not bill the municipality, they consider the call mutual aid.

Chief Horsley expressed his concern over a recent meeting that took place between several firefighters and 2 board members. Captains Mike Morrell and Dave Hardick were also in attendance in support of the Chief with respect to this matter, in addition to Captain David Holmes and Deputy-Chief Ed Walsh already present. Chair Tom Egan reported to the full board that the Staffing Review Sub Committee was aware of the meeting that took place and that at this point they have not had an opportunity to sit with the officers to discuss the concerns raised by the firefighters. Tom briefly explained the circumstances to the full board indicating that this matter would be further discussed during the In-Camera session as it relates to identifiable personnel.

Added Item: Request for Inspections to be completed for Township of Mulmur:

Board Member Heather Hayes asked the Chief when the inspections would be taking place for the properties listed on Mulmur's recent Risk Assessment Report. Heather stressed the urgency for the high occupancy inspections such as the Hockey School and the Pine River Institute that need to be done by the end of September 2014. It was questioned whether or not the Board should purchase an FPO Service to complete some of the time sensitive inspections in the meantime, as the Chief indicated that the department does not have the time and the manpower at the moment.

It was discussed that an ad for an FPO Officer should be completed and going out soon. Mayor Bill Hill and Mayor Paul Mills will be attending the next Town of Shelburne council meeting to discuss progress with the OFM recommendations and the benefits of having a Fire Prevention Officer.

11. **Future Business**

11.1. None

12. **Accounts & Payroll**

12.1 **Resolution #5**

Moved by K. McGhee - Seconded by N. Malek

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$52,269.21 for the period of July 5th, 2014 to August 26th, 2014 as presented and attached be approved for payment.

Carried

12.2 **Resolution #6**

Moved by L. Hilchey – Seconded by N. Malek

BE IT RESOLVED THAT:

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

July 2014	- \$14,680.67
August 2014	- \$16,060.92

Carried

13. **Confirming and Adjournment**

13.1 **Resolution #7**

Moved by J. Elliott – Seconded by H. Foster

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 H. Foster – Seconded by J. Elliott

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:29 p.m. to meet again on October 7th, 2014 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Carey Holmes

Carey Holmes, AMCT
Secretary-Treasure

Approved:

Tom Egan

Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of September 2, 2014

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