

SHELBURNE & DISTRICT FIRE BOARD

July 7th, 2015

The Shelburne & District Fire Department **Board of Management** was held in the Shelburne Council Chambers on the above mentioned date at 8:30 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair Tom Egan called meeting to order at 8:50 pm.

2 **Additions or Deletions to Agenda**

2.1 None at this time.

3. **Approval of Agenda**

3.1 **Resolution #1**

Moved by W. Hannon - Seconded by J. Elliott

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution #2**

Moved by J. Elliott - Seconded by W. Hannon

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of May 5th, 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.

8. **Unfinished Business**

8.1 None at this time.

9. **New Business**

9.1 **2014 Inspection Invoices – Write Off**

Resolution #3

Moved by J. Elliott – Seconded by W. Hannon

BE IT RESOLVED THAT:

Outstanding invoices for inspections in the amount of \$460.00 be written off as uncollectible.

Carried

9.2 **Letter from Mulmur – Re: Regulate the Setting of Fires**

Acting Chief Ed Walsh gave the board a summary of costs associated with attending grass fires. The Secretary reported that copies of Response Reports related to grass fires have been and will continue to be forwarded to the corresponding municipality.

9.3 **Letter from Mulmur – Re: Fire Marque**

The Secretary-Treasurer reported that Chris Carrier attended a Fire Board meeting in March of 2012, in which the Fire Marque was discussed. The board has decided to remain with their original decision to not enrol in the program.

9.4 **Communication Agreement – Orangeville Police – July 2015 – July 2016**

Resolution #4

Moved by J. Elliott – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management authorized Chair Tom Egan and Acting Fire Chief Ed Walsh to sign the 2015/2016 Communication Agreement with the Orangeville Police Services Board for the period of July 18th, 2015 to July 18th, 2016 as presented.

Carried

9.5 **Financial Statement Review**

Resolution #5

Moved by W. Hannon – Seconded by J. Elliott

BE IT RESOLVED THAT:

The Shelburne & District Fire Board accept the Financial Statement Trial Balance as presented by the Secretary-Treasurer dated July 3rd, 2015.

Carried

9.6 **Township of Melancthon – Ark II Shelter**

The Chair provided a brief history of the Ark II Shelter. The board discussed ways of advising possible visitors of the danger of entering the shelter, as well as what should be done to seal the shelter permanently, and those that need to be involved in this process. The board decided this topic deserves to be re-visited and discussed on a much larger scale. The following motion was then passed:

Resolution #6

Moved by H. Hayes – Seconded by H. Foster

BE IT RESOLVED THAT:

The Shelburne & District Fire Board directs staff to contact Dufferin OPP to seal the Ark II structure, to prevent entry into the structure for upcoming event on July 10-12, 2015. That the sealing be documented by Fire Chief or OPP and sent to the Shelburne & District Fire Board.

That all communications going forward include Mr. Beach, Dufferin OPP, Ontario Fire Marshall, Emergency Management, County of Dufferin Building Department, N.E.C., Ministry of the Attorney General, The Shelburne & District Fire Board and municipalities.

Carried

10. **Chief's Report**

10.1 **Monthly Report (May & June 2015)**

There were a total of 15 calls for the month of May and 20 calls for the month of June.

10.2 **Update from Acting Fire Chief**

The Acting Fire Chief reported to the board that the LED sign is installed and working. The Officers are currently reviewing volunteer fire fighter applications. The Acting Fire Chief would like to obtain 3 more quotes regarding the driveway paving. A mental health specialist was introduced to all volunteer fire fighters, and were encouraged to contact her if they wish to in relation to the recent multi fatal accident attended by Shelburne Fire.

Chair Tom Egan reported that the staffing review committee have received feedback in regards to the survey that was distributed earlier this year, which will be discussed at a later date.

Contact information for the Township of Mulmur Road Super was obtained, to inform him of any calls on Mulmur roadways.

11. **Future Business**

11.1. Nothing at this time.

12. **Accounts & Payroll**

12.1 **Resolution #7**

Moved by G. Little - Seconded by K. McGhee

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$101,235.96 for the period of May 1st, 2015 to July 3rd, 2015 as presented and attached be approved for payment.

Carried

12.2 **Resolution #8**

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

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

May 2015 - \$15,904.55
June 2015 - \$13,398.81

Carried

13. **Confirming and Adjournment**

13.1 **Resolution #9**

Moved by G. Little – Seconded by K. McGhee

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 #10**

Moved by F. Nix – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 10:10 pm to meet again at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Carey Holmes, AMCT
Secretary-Treasurer

Tom Egan
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of July 7th, 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	