

SHELBURNE & DISTRICT FIRE BOARD

October 3, 2017

The Shelburne & District Fire Department **Board of Management** meeting 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, Janice Elliott, called the meeting to order at 7:02 pm.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by P. Mills – Seconded by K. McGhee

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by K. McGhee – Seconded by P. Mills

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 5, 2017 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.

8.0 **Unfinished Business**

8.1 **Board Agreement**

Amaranth and Shelburne stated that they have not yet reviewed the agreement with their councils. The Board requested that the secretary re-type the agreement using track changes.

8.2 **MTO (ARIS) Update**

The Board Secretary advised the Board that we were approved and presented the contract for signature.

Resolution # 3

Moved by J. Horner – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management authorizes Chair Janice Elliott to sign the Authorized Requester Agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Transportation as presented.

Carried

8.3 **2018 Truck Replacement**

The Chief advised the Board that he is continuing with his research before going to a RFP.

The Board inquired if the budgeted \$450,000 will buy a truck? The Chief advised that it will buy a truck, but it will not be a truck that will be useful for twenty years; we will need to spend \$500,000 to \$550,000.

8.4 **2018 Draft Operating Budget**

The Board discussed possible ways to reduce the overall budget increase. Walter Benotto will be contacting the Town of Shelburne Clerk to find out if unpaid Fire Inspections can be added to Property Tax bills.

Resolution # 4

Moved by J. Horner – Seconded by W. Hannon

BE IT RESOLVED THAT:

Councillor Benotto investigate with the Town of Shelburne a process that the Shelburne & District Fire Board would be able to recover unpaid and delinquent inspection fees.

Carried

9. **New Business**

9.1 **2018 Draft Capital Budget**

The Board discussed the 2018 Capital Budget plan and stated that the truck replacement costs need to be realistic and that the Board needs to start thinking about other future capital expenditures, for example a replacement building or addition.

9.2 **Town of Shelburne Motion – Renaming Fire Hall**

The Town of Shelburne is proposing the renaming of the Fire Hall to the Thomas A. Egan Fire Hall. The Board discussed the proposal, Wade & Walter will take the Boards comments back to Council.

9.3 **Personnel Matters – Closed Session**

Resolution # 5

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” at 8:50 pm to discuss the following:

Personnel Matters about an identifiable individual, including municipal or local board employees.

Labour relations or employee negotiations.

Carried

Resolution # 6

Moved by K. McGhee – Seconded by P. Mills

BE IT RESOLVED THAT:

We do now rise and report progress at 9:08 pm.

Carried

Resolution # 7

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The Board authorize the Chair to discuss with the Chief the proposed salary grid thru to 2020.

Carried

Resolution # 8

Moved by W. Mills – Seconded by J. Horner

BE IT RESOLVED THAT:

Walter Benotto be appointed to the Human Resources sub-committee for the balance of the current term.

Carried

10.0 Chief's Report:**10.1 Monthly Reports – September 2017**

There were a total of 25 calls for the month of September.

10.2 Update from Fire Chief

The Chief inspected 6 occupancies; 3 are complete, 3 are in progress. The Chief attended the Ontario Fire College course on Solar and Windpower energy installations.

The Chief requested that the Board take back to their Councils and Staff that he be granted access to information regarding property ownership.

11. Future Business:**11.1 None at this time.**

12. **Accounts & Payroll – September 2017**

12.1 **Resolution # 9**

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$3,787.73 for the period of August 31, 2017 to September 14, 2017 as presented and attached be approved for payment.

Carried

12.2 **Resolution # 10**

Moved by G. Little – Seconded by F. Nix

BE IT RESOLVED THAT:

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

September 2017 - \$24,433.84

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 11**

Moved by G. Little – Seconded by W. Mills

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 # 12**

Moved by W. Mills – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:42 pm to meet again on November 7, 2017 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Janice Elliott
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of October 3, 2017

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		
Walter Benotto	X	
Wade Mills	X	
Township of Mulmur		
Paul Mills	X	
Janet Horner	X	
Staff		
Brad Lemaich – Fire Chief	X	
Nicole Hill – Sec/Treas.	X	
Jeff Clayton – Deputy Chief		X