

SHELBURNE & DISTRICT FIRE BOARD

September 5, 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 Vice Chair, Janice Elliott, called the meeting to order at 7:01 pm.

2. **Additions or Deletions**

Add 8.6 MTO (ARIS) Update.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by W. Benotto – Seconded by F. Nix

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by P. Mills – Seconded by W. Mills

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of July 4, 2017 as amended.

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 **Deputy Fire Chief Recruitment**

Brad Lemaich, Fire Chief introduced the new Deputy Fire Chief, Jeff Clayton, to the Board and the Board welcomed Jeff.

8.2 **Board Agreement**

Deferred to the next meeting.

8.3 **2018 Truck Replacement**

The Chief clarified that this will be an addition, not a replacement which will allow municipalities to draw from development money. The Board has to prepare a budget and it's up to each municipality to decide where the money comes from to pay for it.

The Board inquired as to whether there may savings if Rosemont and Grand Valley each purchase a truck as well.

Resolution # 3

Moved by F. Nix – Seconded by W. Benotto

BE IT RESOLVED THAT:

The Chief be authorized to begin the process of acquiring an additional pumper for the fleet.

Carried

8.4 **Emergency Management Coordinator Update**

The Chief advised the Board that he offered his services as Emergency Management Coordinator to Amaranth, Melancthon, Mono and Mulmur but they have not accepted.

8.5 Human Rights in the Workplace Policy

Resolution # 4

Moved by W. Benotto – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne and District Fire Board receives and adopts the Human Rights in the Workplace Policy # 2017-01.

Carried

8.6 MTO (ARIS) Update

The Secretary updated the Board that it has been a very slow process.

9. New Business

9.1 Signing Authority

The Board advised that they would like to have Gail Little added for signing authority and that Janice Elliott be appointed to Chair of the Board.

Resolution # 5

Moved by W. Benotto – Seconded by K. McGhee

BE IT RESOLVED THAT:

Janice Elliott be appointed Chair for the balance of 2017 from this date forward and that Gail Little be appointed Vice Chair for the balance of 2017 from this date forward.

Carried

9.2 IT Services Contract

Resolution # 6

Moved by K. McGhee – Seconded by P. Mills

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management authorizes Chair Janice Elliott to sign the Memorandum of Understanding for IT Services with the County of Dufferin as presented.

Carried

9.3 Orangeville Police Services 2017 – 2018 “Tone Out” Agreement

Mayor Mills feels that we should try to renegotiate. The Chief feels like we are being charged a fair rate.

The Board would like a letter sent to Orangeville Police Services requesting a breakdown of how they came to the figure.

Resolution # 7

Moved by K. McGhee – Seconded by W. Mills

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management authorizes Chair Janice Elliott and Fire Chief Brad Lemaich to sign the 2017/2018 Communication Agreement with the Orangeville Police Services Board for the period of July 18th, 2017 to July 18th, 2018 as presented.

Carried

9.4 Volunteer Firefighter Recruitment

Resolution # 8

Moved by F. Nix – Seconded by W. Benotto

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management hire the following new recruits effective September 1st, 2017:

- 1) Chad Abra
- 2) Owen Bennington
- 3) Mark Cross
- 4) Luke Downey

AND THAT the following new recruits be hired in reserve effective September 1st, 2017:

- 1) O'Brian Campbell
- 2) Joel Chisholm

Carried

9.5 Trial Balance as of August 30, 2017

The Board reviewed the Trial Balance. We will most likely go over in Fire Call wages, the Board inquired if there are any items where we might be under budget; we might be under in Insurance.

9.6 2018 Draft Budget

Vice Chair, Gail Little inquired as to if we can bill back to each municipality for site plan reviews? Currently it is paid through budgeted wages.

Gail Little and Ken McGhee feel like each municipality should be invoiced for FPO related duties.

The Board would like to explore the option of using a company that will re-coup costs from house fires for a fee.

The Secretary advised that there is currently nothing in place to make sure we are reimbursed for inspections.

10.0 **Chief's Report:**

10.1 **Monthly Reports – June, July & August 2017**

There were a total of 18 calls for the month of June.

There were a total of 30 calls for the month of July.

There were a total of 22 calls for the month of August.

10.2 **Update from Fire Chief**

The Chief hosted a media event for the donation of 150 C.O. alarms from the Insurance Bureau and the MP. Attended and presented at the Dufferin Seniors expo at Dufferin Oaks hosted by the MP. Attended various community events.

11. **Future Business:**

11.1 None at this time.

12. **Accounts & Payroll – June, July & August 2017**

12.1 **Resolution # 9**

Moved by W. Mills – Seconded by P. Mills

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$45,079.98 for the period of June 2, 2017 to August 30, 2017 as presented and attached be approved for payment.

Carried

12.2 **Resolution # 10**

Moved by W. Mills – Seconded by P. Mills

BE IT RESOLVED THAT:

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

- June 2017 - \$19,634.37
- July 2017 - \$25,481.83
- August 2017 - \$26,336.21

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 11**

Moved by P. Mills – 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 P. Mills – Seconded by W. Mills

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:42 pm to meet again on October 3, 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 September 5, 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	