

SHELBURNE & DISTRICT FIRE BOARD

June 4, 2013

The Shelburne & District Fire Department **Board of Management** was held at the Fire Hall on the above mentioned date at 7:00 P.M.

1. **Present**

1.1 As per attendance record

2. **Opening of Meeting**

2.1 Vice Chair Brian Besley called meeting to order at 7:00 pm

3 **Additions or Deletions to Agenda**

3.1 No additions or deletions

4. **Approval of Agenda**

4.1 **Resolution #1**

Moved by W. Benotto - Seconded by F. Nix

Be it Resolved that the Board of Management approves agenda as presented.
Carried.

5. **Approval of Minutes**

5.1 **Resolution #2**

Moved by F. Nix - Seconded by W. Benotto

Be it Resolved that the Board of Management adopt the minutes under the date of April 2, 2013 as amended.
Carried.

6. **Pecuniary Interest**

6.1 No pecuniary interest declared.

7. **Public Question Period**

7.1 Rhonda Campbell-Moon

Rhonda Campbell- Moon spoke on the 30 recommendations from the Ontario Fire Marshal's Office stating that she believes public education is the first line of defence in fire prevention and that a fire prevention officer is not the only issue to be dealt with in the report. Board Member Walter Benotto explained that the report is a municipal item and is being dealt with at the Municipal level. Board Member Fred Nix reported that 3 municipalities are dealing with this issue, as the Town of Mono and Amaranth were not included in the OFM review.

8. **Unfinished Business**

8.1 **Ark II Shelter - Update**

This will be brought to the next Shelburne & District Fire Board meeting for an update from Chair Tom Egan.

8.2 **OFM Report – Update and Letter from Melancthon Mayor**

The board reviewed the letter from Melancthon Mayor. It was agreed there should be a joint meeting with all the councillors including Amaranth and Mono to discuss an FPO Officer and the requirements. This may become complicated due to our staffing and our review committee involvement. A meeting will help us understand how everyone would like to proceed.

An oral motion was Moved by K. McGhee and Seconded by W. Benotto that the letter from Mayor Bill Hill be received.

9. **New Business**

9.1 **RFP for Banking**

The Secretary-Treasurer presented a report to the board on the RFP submission for banking services. After a brief discussion, the following motion was passed:

Resolution #3

Moved by W. Benotto - Seconded by F. Nix

Be it Resolved the Shelburne & District Fire Board accepts the RFP from TD Commercial Banking as presented.

Carried.

9.2 **Town of Mono – Tariff of Fees By-Law Amendment**

Amendments to Schedules A & B to the Town of Mono's Tariff of Fees By-Law were circulated, discussed and received as information.

9.3 **Orangeville Communication Renewal Agreement**

Resolution #4

Moved by K. McGhee – Seconded by W. Benotto

Be it Resolved the Shelburne & District Fire Board of Management authorizes Chair Tom Egan to sign the 2013/2014 Communication Agreement with the Orangeville Police Services Board for the period of July 18th, 2013 to July 18th, 2014 as presented.

Carried.

10. **Chief's Report**

10.1 **Monthly Report (April and May 2013)**

There were a total of 23 calls for the month of April and 22 calls for the month of May. In addition to regular practice nights, Enbridge Gas provided training on the safe handling of a gas leak; a tour of the CDRC was done; the Chief & Deputy Chief attended the annual Chief's convention and Unit 8 was taken to the Township of Melancthon's 160th Anniversary.

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

Chief Horsley reported that Captain Mike Morrell graduated May 24th from the Ontario Fire College with certification as a Fire Prevention Officer and a Life Safety Officer which took 2 years to complete.

Captain David Holmes reported the following on fire truck maintenance:

- for 2014 budget we will need to increase the truck maintenance estimate by \$2,500.00 due to an increase in labour costs associated with new regulations in brake inspections
- must carry proof of brake inspection in all vehicles from now on
- these changes may be extended to 2015, however, we should be prepared for it in 2014 just in case
- these changes apply to any vehicle, MTO regulated, over a certain weight.
- our trucks all fall under this, except for Unit #2
- municipalities should be prepared for this too with respect to their trucks

11. **Future Business**

11.1 None at this time.

12. **Accounts & Payroll**

12.1 **Resolution #5**

Moved by K. McGhee - Seconded by L. Hilchey

Be it Resolved that the bills and accounts in the amount of \$60,282.16 for the period of March 29th, 2013 to May 31, 2013 as presented and attached be approved for payment **Carried.**

12.2 **Resolution #6**

Moved by J. Elliott - Seconded by H. Hayes

Be it Resolved that payroll for the following month(s) be approved for payment:

April 2013	\$16,443.72
May 2013	\$19,417.97

Carried.

13. **Confirming and Adjournment**

13.1 **Resolution #7**

Moved by L. Hilchey - Seconded by N. Malek

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.

14.2 **Resolution #8**

Moved by N. Malek - Seconded by J. Elliott

Be it Resolved that the Board of Management do now adjourn at 7:44 p.m. to meet again on July 2nd, 2013 at 7:00 p.m. or at the call of the Chair. **Carried.**

Respectfully submitted by:

Carey Holmes

Carey Holmes, AMCT
Secretary-Treasurer

Approved:

Brian Besley

Vice - Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of June 4th, 2013
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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	
Nancy Malek	X	
Town of Shelburne		
Tom Egan		X
Walter Benotto	X	
Township of Mulmur		
Heather McIntosh-Hayes	X	
Lynn Hilchey	X	
Staff		
Steve Horsley - Chief	X	
Ed Walsh - Dep. Chief	X	
Carey Holmes - Sec/Treas.	X	
David Holmes - Captain	X	