

SHELburnE & DISTRICT FIRE BOARD

January 5th, 2016

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 Secretary-Treasurer, Nicole Hill, called meeting to order at 7:05 pm.

2. **Appointments of:**

2.1 **Resolution # 1**

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2016:

Chairperson: Tom Egan

Carried

2.2 **Resolution # 2**

Moved by K. McGhee – Seconded by H. Foster

BE IT RESOLVED THAT:

Although not required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2016:

Vice-Chairperson: Janice Elliott

Carried

2.3 **Resolution # 3**

Moved by J. Horner – Seconded by K. McGhee

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2016:

Secretary-Treasurer: Nicole Hill

Carried

2.4 **Resolution # 4**

Moved by J. Elliott – Seconded by H. Hayes

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2016:

Auditors: RLB, LLP

Carried

3. **Additions or Deletions**

3.1 None at this time

4. **Approval of Agenda**

4.1 **Resolution # 5**

Moved by J. Horner – Seconded by J. Elliott

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

5. **Approval of Minutes**

5.1 **Resolution # 6**

Moved by J. Elliott – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of December 1, 2015 as circulated.

Carried

6. **Pecuniary Interest**

6.1 No pecuniary interest declared.

7. **Public Question Period**

7.1 No public present.

8. **Delegations / Deputations**

8.1 No delegations present.

8. **Unfinished Business**

8.1 **2012 Missing Records**

As noted in Section 9.2 of the November 3rd, 2015 meeting that the Board was concerned that the 2012 records were missing; those records have been found at the Fire Hall.

8.2 **Meeting Dates on Town/Township Websites**

The Board discussed and left it to each board member to discuss with their respective Town or Township to see about posting meeting dates on their websites.

10. **Chief's Report**

10.1 **Monthly Reports (December 2015)**

There were a total of 21 calls for the month of December, 2 Buildings were inspected and 2 Fire Safety Plan reviewed.

10.2 **Update from Fire Chief**

The Chief has applied for Office of the Fire Marshall cards for each of the 5 municipalities. These cards will give the Chief authority to perform inspections and

write orders within the 5 municipalities.

The Board would like to acknowledge the 2 firefighters that were successful in upgrading their driver's licenses.

Shelburne and District Fire Department will be hosting the Dufferin-Wellington Fire Prevention Officers Association meeting in March 2016.

The Chief has been looking into quotes for purchasing or leasing the SCBA equipment; the board is going to leave it with the Chief and Secretary-Treasurer to further research the best option.

11. **Future Business:**

11.1 None at this time.

12. **Accounts & Payroll – December 2015**

12.1 **Resolution # 7**

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$64,568.44 for the period of November 25th, 2015 to December 22nd, 2015 as presented and attached be approved for payment.

Carried

12.2 **Resolution # 8**

Moved by W. Hannon – Seconded by F. Nix

BE IT RESOLVED THAT:

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

December 2015 - \$16,813.17

Carried

9. **New Business**

9.1 **Resolution # 9**

Moved by J. Horner – Seconded by J. Elliott

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go "in camera" to discuss the following at 8:10 p.m.:

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

Carried

Resolution # 10

Moved by J. Elliott – Seconded by J. Horner

BE IT RESOLVED THAT:

We do now rise and report progress at 8:52 p.m.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 11**

Moved by H. Foster – Seconded by F. Nix

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 G. Little – Seconded by K. McGhee

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:54 pm to meet again on February 2, 2016 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Tom Egan
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of January 5th, 2016

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		
Brad Lemaich – Fire Chief	X	
Ed Walsh – Deputy Fire Chief	X	
Nicole Hill – Sec/Treas.	X	