



## **SHELburne & DISTRICT FIRE BOARD**

March 1, 2022

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 885 0837 5442) on the above mentioned date at 7:00 P.M.

### **Present**

As per attendance record.

#### 1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 7:00 pm.

#### 2. **Additions or Deletions**

None.

#### 3. **Approval of Agenda**

##### 3.1 **Resolution # 1**

Moved by J. Horner – Seconded by M. Mercer

#### **BE IT RESOLVED THAT:**

The Board of Management approves the agenda as presented.

**Carried**

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by E. Hawkins – Seconded by S. Hall

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of February 1, 2022 as circulated.

**Carried**

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 Closed Session

**Resolution # 3**

Moved by S. Hall – Seconded by M. Mercer

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board do now go “in camera” to discuss the following: personal matters about an identifiable individual, including municipal or local board employees.

**Carried**

**Resolution # 4**

Moved by G. Little – Seconded by E. Hawkins

**BE IT RESOLVED THAT:**

We do now rise and report progress at 7:18p.m.

**Carried**

## 8.2 Automatic Aid Agreement

### **Resolution # 5**

Moved by E. Hawkins – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Automatic Aid Agreement between The Township of Southgate and the Shelburne and District Fire Department Joint Board of Management;

AND THAT the Chair be authorized to sign the Agreement.

**Carried**

## 9. **New Business**

### 9.1 Annual Audit – Review Engagement Letter

#### **Resolution # 6**

Moved by S. Hall – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Review Engagement Letter from RLB LLP;

AND THAT the Secretary-Treasurer be authorized to sign the letter.

**Carried**

## 10. **Chief's Report**

### 10.1 **Monthly Reports (February 2022)**

There was a total of 20 incidents for the month of February.

### 10.2 **Update from the Fire Chief**

The Chief advised that there were 9 inspections completed.

The Chief attended 4 virtual sessions with OFMEM/OAFC regarding the pending O. Reg on Firefighter Certification and advised the Board that there will be costs associated with this. The Chief reviewed 3 planning applications and met with the new Grand Valley Fire Chief.

11. **Future Business:**

11.1 Nothing at this time.

12. **Accounts & Payroll – February 2022**

12.1 **Resolution # 7**

Moved by E. Hawkins – Seconded by M. Mercer

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$30,564.08 for the period of January 28, 2022 to February 24, 2022 as presented and attached be approved for payment.

**Carried**

14. **Confirming and Adjournment**

14.1 **Resolution # 8**

Moved by S. Hall – Seconded by J. Horner

**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 # 7**

Moved by F. Nix – Seconded by S. Martin

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 7:53 pm to meet again on April 5, 2022 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

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Walter Benotto  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of March 1, 2022
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Municipality / Member	Present	Absent
<b>Township of Amaranth</b>		
Heather Foster	X	
Gail Little	X	
<b>Town of Mono</b>		
Sharon Martin	X	
Fred Nix	X	
<b>Township of Melancthon</b>		
Vacant		
Margaret Mercer	X	
<b>Town of Shelburne</b>		
Walter Benotto	X	
Shane Hall	X	
<b>Township of Mulmur</b>		
Earl Hawkins	X	
Janet Horner	X	
<b>Staff</b>		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	