

SHEBANDOWAN LOCAL SERVICES BOARD

General Meeting

Minutes of Meeting, October 1st , 2016

The meeting was called to order at 7:00 PM in the Shebandowan Community Centre by Chairperson, Wayne Scott. The Chairperson welcomed all who were in attendance.

The Chairperson reminded everyone in attendance that the tape recorder was in use to assist in preparing the minutes of the meeting.

Attendance:

Chairperson: Wayne Scott

Board Directors: Dave Bel Kathy Moshonsky, David Harris

Secretary/Treasurer: Laura Nickelsen

Fire Dept: Chief, Tracey Johnson and Deputy Chief Richard Baxter

Inhabitants from the Board area: Two (2)

Regrets: Board Director: Butch Cunningham

Disclosures of Interest:

None

GENERAL BUSINESS:

Wayne Scott advised the attendee's that the primary focus of the meeting was to put in place initial by-laws and start our pre-budgeting processes. This would be the first of at least two (2) pre-budget meeting.

Bylaws passed:

Bylaw #1-2016-2017- Appoint Chairperson of the Board for 2016-2017- Wayne Scott

Bylaw #2- 2016-2017-Provision for banking and signing authority

Bylaw #3- 2016-2017- Appoint Secretary/Treasurer- Laura Nickelsen

BUSINESS ARISING FROM PREVIOUS MEETING MINUTES:

None

Financials:

Laura Nickelsen, Secretary / Treasurer gave a brief update on the financials and confirmed all Expenses and Income and the bank Balance. Very little activity had occurred given the limited timeframe from our previous meeting.

Fuel Log:

All entries are complete and numbers correspond.

Correspondence:

Board Director Harris advised the board that he had responded to two (2) e-mails forwarded to the Board by the Campers Association. Booth e-mails related to questions around the Property Addressing process. David Harris advised the Board he would respond to both e-mails on behalf of the Board prior to our next meeting and would update the Board of his discussions at that time.

Board Director Harris advised the Board Members that he had had a phone discussion with the MNDM, (Linda Braun) related to mapping of the Shebandowan LSB boundaries. The MNDM confirmed it is still working with the MNR in requesting the maps be generated.

Unfinished Business:

Property Addressing – As lead in the Property / 911 Emergency Communication Project, David Harris remains in communication with both Debra Smith (DJS & Associates) and Lind Braun (MNDM). He confirmed that there were no new activities to report at this point in time.

Fire Chief's Report:

Chief Johnson advised that the Dept. call out activity had been quiet.

Auto - X (extraction) training was ongoing for the new fire team.

First Response Training for an additional three (3) Fire Fighters is planned in the near future in coordination with EMS.

Chief Johnson confirmed all submissions to the OFM are up to date.

New Business:

In preparation for, and prior to, our initial 2016/2017 pre-budget discussions, the following information was provided to the Chairperson:

- Fire Chief Tracy Johnson submitted her initial draft of proposed Operational / Maintenance Expense as well as desired Capital Expenditure for the Fire Dept. Costs related to contract work such as Snow Plowing, Auditing Services, and Insurance was also identified.
- Secretary / Treasurer Laura Nickelsen completed a similar process related to Administrative Costs for the LSB.
- Director David Harris provided a detailed breakdown of expenditures related to Property Addressing / 911 Emergency Communication Services Project.

Prior to the meeting Chairperson Wayne Scott consolidated all this information into an excel spreadsheet for the Board to refer to.

An initial review and discussion followed related to the specific line items in the consolidated spreadsheet. It was agreed that while fine tuning and further in-depth discussions were required, a good starting point had been achieved for the next meeting.

DEPUTATIONS, DELEGATIONS OR DISCUSSIONS FROM THE FLOOR:

None

Date and Time of Next Meeting:

Date – October 15, 2016

Time - 10:00 PM

Location - Shebandowan Community Centre

Meeting Adjourned:

A motioned was call to adjourn the meeting at 8:00 PM. Motioned by David Harris, seconded by Butch Cunningham.