

SHEBANDOWAN LOCAL SERVICES BOARD

MINUTES OF GENERAL MEETING

MARCH 18th, 2017

The meeting was called to order by Wayne Scott, the board chairperson at 10:05am in the Shebandowan Community Centre.

The Chairperson welcomed all who were in attendance, and reminded everyone that the tape recorder was turned on to assist in preparing the minutes of this meeting.

In attendance: Wayne Scott, Chairperson; Leonard (Butch) Cunningham, Board Member; Kathy Moshonsky, Board Member; Tracey Johnson, Fire Chief; Lynn Scott, Secretary/ Treasurer; and 3 inhabitants from the board area. Regrets: David Harris, Board Member; David Bel, Board Member

Disclosures of Interest: None

ADMINISTRATIVE BUSINESS:

Minutes of the previous general meeting dated January 14th, 2017 were reviewed by the board. No errors or omissions were noted. A motion was made that the minutes be accepted and passed on the 18th day of March 2017. Motioned by Leonard Cunningham, and seconded by Kathy Moshonsky. All in favour with none opposed. Carried.

SECRETARY/TREASURERS REPORT:

Since the January meeting, the following cheques have been written in February: DJS monthly installment, Mel Hegge for snowplowing at the Helipads, Mel Hegge for snowplowing at the fire hall and water access sites, CanWest Propane, Vanlenthe Auto Service for the annual inspection on the wildfire truck, BMO MasterCard, and the monthly honorariums. Also since the last meeting the following deposits have been made: 2 donations have been received from Rose and Allan Jack, and reimbursement for fuel for the pumper was received in the amount of \$620.36.

In March the following cheques have been issued: Northwest Petroleum for the pump not working, DJS monthly installment, Receiver General for the radio licence renewal, and Holland Enterprises for the repair to the bumper on the rescue vehicle. The following cheques are ready for signature: Len Carr Electric, Robert Perrier for mileage for training, BDO for the audit and the monthly honorariums. The tax levy information was input into the OPTA system, and should be received by the end of March.

CORRESPONDENCE:

Wayne Scott faxed a letter to Ornge indicating that the Shebandowan Local Services Board did not intend to renew the agreement to maintain the helipads in its current form. He also followed up with a telephone call to James Benison to ensure that the fax had been received. In the letter, Wayne

indicated that the LSB can only sign a one year contract, and could not be listed as the owner/operator as we are neither. If the contract was rewritten, the LSB could consider signing. Ornge forwarded new contracts, but there are no changes. We will return the contracts un-signed and voided.

ONGOING BUSINESS:

Fire Chief Johnson provided an update on the fire department. Tracey and Wayne had a meeting with Brad Welyki and Wayne Bennett from the OFM about the border issues. The OFM indicated that some paperwork from the fire department was not in. Tracey provided most of the paperwork at this meeting. The amount of paperwork that is required on a monthly basis is quite extensive. Wayne asked Fire Chief Johnson to come up with a plan to get the monthly reports in, and asked her to let the board know what kind of support the board could provide.

Brad Welyki met with Fire Chief Johnson at the Fire Hall to review the paperwork required. He requires some copies, but overall, the department is good. He indicated that the OFM requires training plans, with 18 months of preplanned training.

Since the last meeting, the team has responded to 4 motor vehicle collisions, and have had 4 training sessions. Four members have completed Legislation 101, and 2 have to do the test. Chief Johnson attended the Chief's (zone) meeting, where tiered response was discussed. Any calls that the department responds to has to be for fire/first response.

Fire Chief Johnson asked if the department had the okay to go ahead with the DZ training. Since any new trucks that the OFM can obtain require this licence, the board said to go ahead with the training.

Deputy Chief Baxter stated that during the meeting with Brad Welyki, he indicated that there should be a health and safety committee, and someone from the LSB should be on the committee as the management representative. The health and safety committee would do monthly checks in and around the fire hall. Mr. Baxter acknowledged that given the fire department is less than 20 members a Joint Health & Safety Committee is not required under the Occupational Health & Safety Act. Kathy and Wayne both agreed that a JHSC was not required and further questioned if the LSB should be considered management. Wayne to report back at the next meeting.

Fire Chief Johnson mentioned that the MNR is currently rewriting the agreements. Once they are prepared, the agreement would have to be signed in order for there to be any compensation for MNR call outs.

NEW BUSINESS:

The audit of the books has been completed by BDO, and the LSB has received a clean audit. A discussion of the audit will be held at the next general meeting for acceptance of the audit. The charity return has been prepared and mailed to CRA.

With the cancellation of the Helipad agreements with Ornge, there will no longer be a need to maintain the sites. A letter will be sent to Mel Hegge to cancel the contract effective midnight March 31st, 2017. The summer portion of the contract will be cancelled in its entirety.

DELEGATIONS OR DISCUSSIONS FROM THE FLOOR:

Pat Beda addressed the board questioning how many properties are required on a road before it can be named. He indicated that he has subdivided his property, and there are now 5 properties on the road. He questioned if this would qualify for naming the road. The board indicated the this would now qualify. Pat was advised to send notification to the LSB via e-mail to indicate the new property and ownership of said property, and indicate a proposed name for the road. Once received the board would send the necessary paperwork to the property owners with the proposed name. After the forms have been received from the LSB, Pat was advised to get a majority consensus of the road name from the inhabitants on the forms from the LSB.

NEXT MEETING: April 29th, 2017 at 10 am in the Shebandowan Community Centre

The meeting was adjourned at 11:04 am Motion by Leonard Cunningham, seconded by Kathy Moshonsky

Fax Confirmation Report

Date/Time : JAN-18-2017 12:28PM WED
Fax Number : 8073468708
Fax Name : WEITBYPR012
Model Name : Phaser 3635MFP

No.	Remote Station	Start Time	Duration	Page	Mode	Job Type	Result
001	816474282006	01-18 12:26PM	01'13	003/003	G3	HS	CP

Abbreviations:

HS: Host Send	PL: Polled Local	CP: Completed	TS: Terminated by System
HR: Host Receive	PR: Polled Remote	FA: Fail	TU: Terminated by User
MS: Mailbox Save	WS: Waiting To Send	RP: Report	G3: Group3
MP: Mailbox Print	EC: Error Correct		

fax

TO: Onge	FROM: Wayne Scott (Shebandowan Local Services Board)
FAX: 847-438-2006	PAGES: 3
PHONE:	DATE: January 18, 2017
RE: Shabagwa and Shebandowan Hoisted Maintenance Contracts	CC:

☐ Urgent ☒ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

Attention: Hoisted Maintenance Contracts

fax

TO:	Ornge	FROM:	Wayne Scott (Shebandowan Local Services Board)
FAX:	647-428-2006	PAGES:	3
PHONE:		DATE:	January 18, 2017
RE:	Shabaqua and Shebandowan Helipad Maintenance Contracts	CC:	

☐ Urgent ☒ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

Attention: Helipad Maintenance Contracts

Shebandowan Local Services Board

P.O. Box 52

Shebandowan, ON, P0T 2T0

807-926-2998

sheblsb@tbaytel.net

January 19, 2017

Ornge

5310 Explorer Drive

Mississauga, ON L4W 5H8

Fax: 647-428-2006

Attention: Contracts (Via Fax)

Subject: Helipad Maintenance Agreements- Shabaqua and Shebandowan Helipads

The Shebandowan Local Services Board (LSB) currently hold helipad maintenance agreements with Ornge for the Shabaqua helipad and the Shebandowan helipad both located in our board area.

Our records indicate that both agreements expire on March 31, 2017.

Please be advised that the Shebandowan Local Services Board will not renew these agreements going forward.

The restrictions related to the Northern Services Board Act that governs our Board make it impossible for our LSB to renew these agreements. Additionally, the potential liabilities that a small Local Services Board with volunteer board members is exposed to as a helipad operator are simply too great.

We do not take this decision lightly as our inhabitants feel very strongly that ready access to an air ambulance is an essential service given our distance to the nearest hospital.

Be assured that we will fulfill our obligations to the best of our abilities for the remaining term of the contract.

It is our belief that we have fulfilled our obligations to the best of our abilities over the term to date but if there are any monies that we owe Ornge at the end of the term, please advise us in writing promptly.

As I have indicated our inhabitants feel strongly that the helipads are an important, if not essential service. We trust that Ornge will make all efforts to secure a new contractor to take over the maintenance agreements. The local Services Board would like to assist in securing a replacement contractor. We would be pleased to post a notice from Ornge seeking a contractor for the helipads on both our Website and on our community bulletin boards. Please send notices to:

Shebandowan Local Services Board

Attn.; Secretary Treasurer

Email: sheblsb@tbaytel.net

In addition, find below contact information for several individuals or businesses that have performed sub-contract work on both helipads over the past number of years. One or more may be interested in pursuing an agreement with Ornge. Contact at your discretion:

Shebandowan Renovations
P.O. Box 33, 3-1 Mine Road
Shebandowan, ON P0T 2T0
807-708-3602
Email: t_johnson@ymail.com
Attention: Tracey Johnson

Mel Hegge (Services)
P.O. Box 57
Shebandowan ON P0T 2T0
807-355-5552
Attention: Mel Hegge

Ranlyn Enterprises
P.O. Box 27
Shebandowan, ON P0T 2T0
807-926-2155
Email: ranlynent@hotmail.com
Attention: Randy Qualie

Note: Mel Hegge is currently the sub-contractor being used by Shebandowan LSB for helipad maintenance.

Please direct any response to the Shebandowan Local Services Board as follows:

Shebandowan Local Services Board
P.O. Box 52
Shebandowan ON P0T 2T0
Attention: Secretary Treasurer
Email: sheblsb@tbaytel.net

Our preferred method of communication is email.

Respectfully,



Wayne E Scott

Board Chair, Shebandowan Local Services Board

cc. Board Directors