

## **SHEBANDOWAN LOCAL SERVICES BOARD**

### **MINUTES OF GENERAL MEETING**

**October 27<sup>th</sup>, 2022**

The hybrid meeting was called to order by Wayne Scott, the board chairperson at 7:00 pm.

The Chairperson welcomed all who were in attendance and reminded everyone that the meeting is recorded to assist in preparing the minutes.

In attendance: Wayne Scott, Chairperson; David Bel, Board Member; John Perrier, Board Member; David Harris, Board Member; Kathy Moshonsky, Board Member; Tracey Johnson, Fire Chief; Lynn Scott, Secretary/ Treasurer; and six inhabitants from the board area.

Disclosures of Interest: None

#### **ADMINISTRATIVE BUSINESS:**

Minutes of the previous general meeting dated October 6<sup>th</sup>, 2022 were reviewed by the board. No errors or omissions were noted. A motion was made that the minutes be accepted and passed on the 27<sup>th</sup> day of October 2022. Motioned by David Bel and seconded by David Harris. All in favour, with none opposed. Carried.

#### **SECRETARY / TREASURERS REPORT:**

Since the last meeting the following have been paid: Richard Baxter for an expense report for mileage; Tracey Johnson for an expense report for mileage; TD Visa for an expense report for office supplies, training supplies, and public ed giveaways at the Campers meeting; and the payment for cheque printing costs has been withdrawn. These costs were all associated with the last fiscal year.

For the current year, the following have been paid: Richard Baxter for an expense report for mileage; Minister of Finance for call taking and alerting; Lynn Scott for an expense report for Sage, Zoom, McAfee, and Starlink subscription; and the monthly pre-authorized payments to Tbaytel, Hydro One and Bell Canada. The cheque from the OFM for FireCon expenses has been deposited. The current bank balance is \$76,071.96.

#### **ONGOING BUSINESS:**

Fire Chief Johnson provided an update on the fire department. Since the last meeting, the department has responded to 1 medical and 2 motor vehicle collision calls. There was no heat in the fire hall, so Isberg has repaired it. Also, Sean tested the on-demand boiler, and found that the board was gone in the boiler. He has repaired this, without charging labour, so the department will be receiving an invoice for the required part of approximately \$500. The department has changed the training schedule to every two weeks, with the main focus being on-line and medical practice training.

**NEW BUSINESS:**

The board reviewed and passed By-law #6-2022-2023 Funding Agreement for the acceptance of the funding agreement between HIS MAJESTY THE KING IN RIGHT OF ONTARIO as represented by the Ministry of Northern Development and the Shebandowan LSB. Moved by David Harris and seconded by David Bel. All in favour, with none opposed. Carried.

The board reviewed the insurance renewal information received from David Toivonen of Brokerlink. The board then passed By-law #7-2022-2023 Municipal Insurance to renew insurance coverage with Brokerlink at an estimated cost of \$11,020.00 plus PST for a total cost of \$11,773.04. Moved by John Perrier and seconded by David Harris. All in favour, with none opposed. Carried.

**BUDGET REVIEW:**

Wayne Scott passed the chair to Kathy Moshonsky, the Budget Chair, for the Budget review portion of the meeting

The Administration budget is typical year over year, and includes insurance, office supplies, postage, snowplowing, meeting hall rental, audit, and the costs for the web-site. For the discussion of the secretary honorarium, Wayne Scott declared a conflict. David Harris has been in contact with Linda Braun from MND for her input on our current honorarium levels compared with LSBs with similar responsibilities. Linda Braun indicated that we are in line, possibly at the higher end, so it was agreed to leave the honorariums for both the Fire Chief and Secretary/Treasurer at the current level.

Next, the Emergency Telecommunications section of the budget was reviewed. The costs for PPSAP (OPP billing) and MTO highway signage (1/5 of 5 year signage costs) are consistent year over year. The costs for communications paging were a little higher, but within budget, so that amount should be sufficient. An amount is included for new blades and numbers for property addressing, for signs that need to be replaced.

The Fire department budget was reviewed line by line. The costs for propane and internet have been increased to reflect the current pricing. Fire Chief Johnson provided her input on the requirements for the department. These were input to the budget form by Kathy Moshonsky during the meeting.

Budget inputs for fuel tank replacement, door capping and propane consolidation will be provided by John Perrier for consideration prior to final budget meeting.

Since the department has more members, the funding for the support vehicle will be reinstated with this years budget, as per our previous agreement.

On the revenue side of the budget, funding is received from MND, highway call-outs, and the tax levy. The carry-over from the previous year is calculated to ensure that the levy does not include previously budgeted items.

**NEXT MEETING: Budget Meeting & Levy Vote November 16<sup>th</sup>, 2022 at 7:00 pm followed by General Meeting – Hybrid Meetings – Shebandowan Community Centre and Zoom**

The meeting was adjourned at 8:49 pm. Motion by David Harris and seconded by David Bel.