

SHEBANDOWAN LOCAL SERVICES BOARD
MINUTES OF GENERAL MEETING/PRE BUDGET

October 23rd, 2024

The hybrid meeting was called to order at 7:10 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: Kathy Moshonsky, Chairperson; Kristine Martyn, Board Member; Lorraine Christy, Board Member; Tina Fraser, Board Member; Tracey Johnson, Fire Chief; Richard Baxter: Deputy Fire Chief; and seven inhabitants from the board area.

Disclosures of Interest: None

ADMINISTRATIVE BUSINESS:

Minutes of the previous general meeting dated October 2nd, 2024, were reviewed by the board. No errors or omissions were noted. A motion was made that the minutes be accepted and passed on the 23rd day of October 2024. Motioned by Lorraine Christy and seconded by Kathy Moshonsky. All in favour, with none opposed. Carried.

SECRETARY / TREASURERS REPORT:

The list of Payments and deposits were read out. The current bank balance is \$49,754.59

CORRESPONDENCE:

ONGOING BUSINESS:

Fire Chief Johnson provided an update on the fire department. Since the last meeting, the department as responded to 4 calls, 2 wild fire calls, 2 medical calls, 1 medical call, Tracey mentioned that they need to get a new battery and battery charger for the truck because it would not start. They are going to bring the truck in to get the fobs fixed at GM dealership

NEW BUSINESS:

The board reviewed and passed By-law #6-2024-2025 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 Lorraine Christy and seconded by Tina Fraser. All in favour, with none opposed. Carried.

The next by-law # 8 Harassment Policy and Procedure. This is a new Policy and procedure that has been requested by the insurance company. It was prepared for The Shebandowan Local Services Board by

Tina Fraser. Moved by Kathy Moshonsky and seconded by Tina Fraser. All in favour, with none opposed. Carried. This policy now passed will be sent by Kristine Martyn to the insurance company.

By-Law # 7 is the next on agenda with only one person putting in a Quote to do the plowing which was Len Addouno. We asked for two prices one for the original plowing for the Community Centre and Fire Hall lot and the Dam area. We asked for a separate price for the MNR dock area on highway 586. The price for the original areas was 3800.00 and an additional amount for the MNR dock area was 1500,00. There was a discussion, and a decision made that we would only plow the original areas and look further into other areas that need to be plowed next year, and Tracey believes it is a need. Moved by Tina Fraser and seconded by Kathy Moshonsky. All in favour, with none opposed. Carried.

BUDGET REVIEW:

Kathy Moshonsky passed the chair to Kristine Martyn, 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 website. Kristine has included an amount for a storage cabinet for the books. The equipment repairs includes all of the computer programs on the Administration side including: Sage, McAfee, MS Office and Zoom.

Next, the Emergency Telecommunications section of the budget was reviewed. The costs for PPSAP (OPP billing) and MTO highway signage (5/5 of 5 year signage costs) are consistent year over year. This year 4 years of 976 needs to be taken from reserve fund. 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. Tracey would like 2000,00 added for replacement of lane, drive or Ave etc. and for directional signs. Tracey will look into how many are needed and the cost.

The Fire department budget was reviewed line by line. Costs for electricity have increased but were within the budget, so we are maintaining the current amount for budgeting purposes. The cost of propane cost was down due to the year, so we kept the same budget amount as previous normal year.

Firefighter insurance is based on 10 members, and the invoice for the other insurance which includes the vehicles, buildings, and liability insurance has been received.

Next the internet and telephone costs were reviewed. Starlink is the best alternative that we have for internet, so this cost is included. The cost for Bell Telephone is high a decision was made to cancel this service. Also, the cost for the cell phones is included.

The discretionary items for the Fire department were reviewed next. These include fire supplies, vehicle maintenance, property and equipment repairs and maintenance, training, uniforms, office supplies, fuel expense and mileage. Highlights from this budget include, Fire Chief Johnson would like to purchase a

light bar for the Rescue as the head lights are not very good. Training supplies requested include First Aid Tourniquets. Also, the department requires a flammable storage cabinet for the gas for quad and boat.

Advertising & Recruitment - Tracey was asking for a door skin for the fire hall garage door. She will be looking into the cost to see if it is something we can do in budget.

Milage – just one milage line

Fuel Expenses - Keep it at the higher cost since we now have two vehicles that we pay for the diesel

Chief Honorarium – to stay the same but that the Deputy Chief receive 200.00 per month honorarium after a lengthy discussion it was decided to give the Deputy Chief a 200.00 per month honorarium

Capital expenditures were next reviewed. The board has been setting aside funds annually for the past 8 years for Rescue replacement and for items at the fire hall including roof, furnace, doors, and window replacement. This year Tracey feels that there is not enough put aside to do the capital expenditures unless we double the money put aside. Other items to be done at the fire hall include, hose reel for pressure washer, training room painting and lights, and utility room upgrades. Also, the fire department would like to purchase a fire pump.

Contracted Services include snow removal for 3800,00

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. Wayne also said that the GST/PST needed to be included which has not shown in budget since 2018.

A decision was made after a discussion to try to sell the topper that was bought in the wrong size from Go Glass on Kijiji for 4000,00

Because of the late hour we decided to continue discussions at the next meeting on Nov 13. 2024.

Errors or omissions through phone or email

Error: Deputy chief honorarium instead of this was passed by Lorraine Christy and seconded by Tina Frazer. All in favour, with none opposed. Carried change to : this was agreed to be a line item on the budget but voting still has to happen at the final budget meeting.

Omission: That Donna Hawryluk challenged the increase in tax

Omission: Wayne and Jim Moshonsky requested that the budget reflect a maximum 5% increase only.

NEXT MEETING: Budget Meeting & Levy Vote November 13th, 2024 at 7:10 pm followed by General Meeting – Hybrid Meetings – Shebandowan Community Centre and Zoom The meeting was adjourned at 9:35 pm. Motion by Lorraine Christy and seconded by Tina Fraser.

Treasurer's Report
October 1 to October 23, 2024

Since the last meeting, the following have been paid:

The following pre-authorized payments:

Mastrangelo	\$3459.87
TbayTel	\$90.87
Hydro One	\$111.46
Bell Canada	\$94.94

The following cheques have been made

Tracey Johnson (Milage)	\$70.00
TD Visa (Office Supplies)	\$76.71
Lynn Scott (Sage Software renewal for 2024/2025)	\$1502.90
Kristine Martyn (McAfee renewal, Starlink)	\$248.19

The following Donations have been received for Fire Department Truck Fund

Ross Jack	\$610.00
Brenda Miller	\$100.00
Susan Kennedy	\$100.00
Boyes Family	\$1000.00

The current bank balance is	\$49,754.59
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