

Local Services Board of Tilden Lake

46 Village Drive, Tilden Lake, Ontario, P0H 2K0

Date: January 14, 2025

Location: Tilden Lake Community Centre

Present: Fiona Venedam, Rick Banting, Barb Carruthers, Arthur Shrum, Marie Lochhead, Brenda Haines

Regrets: None

Community: Heather Gravelle, Janice Graveline, Denis Graveline

Call to Order: 6:00 pm

1. **Conflicts:** To be noted as they arise.

2. **Minutes from previous Meeting:**

The December 2024 minutes were circulated prior to the meeting via email. Marie Lochhead motioned to accept. Seconded by Fiona Venedam. Carried.

3. **Business Arising from Minutes:**

i) **Job Descriptions:** Defer to February 2025.

ii) **Firefighter Identification:** Brenda presented draft copy #3 of the Id cards. It was agreed that the cards would be numbered using the fire station number 4894-0XX. Rick presented draft copy #3 to the fire team, and they agreed to remove the email address and add start date. Rick has approved the final copy. Brenda will print the cards and Fiona will laminate.

iii) **Fire Department Team address/Property Book:** Fiona will continue to update the fire department maps and surveys. It was decided that a team of volunteers would go door to door this spring to gather updated information on each property.

iv) **View from Highway 11:** Fiona received email from Bruce Sumbler, MTO. Advised will review in the spring.

v) **Quickbooks:** Brenda will look into cost for monthly plan and desktop version. DEFER

vi) **Band Practices:** Jim Golden from the band Mid Life Crisis, reached out to us regarding practicing at the community centre. Practices generally run 2-3 hours, once or twice per month. In lieu of a rental agreement, the band has agreed to preform for the community. Hall rental agreement has been emailed to Jim. Pending.

vii) **Facebook:** Brenda to create a new LSB FB group and a page for the Fire Department.

4. **Financial Report:** Financial reports presented by Brenda Haines, Secretary/Treasurer

Chequing Account (as of January 12th 2025) \$ 53,765.05

Total Investments (as of September 30th 2024) \$ 28,181.22

Outstanding cheques:

\$1,195.40 FF Honorarium

Outstanding Bills:

Trans Canada Safety. \$5856.04 (Bunker gear)

5. **Proposed Policies, Bylaws, Motions and Tenders:**

6. Chair Report: (Fiona Venedam)

- Received email from Kaitlyn Darou regarding the NSBA Modernization.
- Received email from Dominique Marleau regarding on-line training of the modernization MSBA. All board members will receive an email to attend the online training. Highly recommended to sign up for one of the sessions.
- Fiona has been granted access to OPTA (Ontario Provincial Tax Analysis system).
- Fiona is in the final stages of submitting grant application for the Firehouse Subs Public Safety Foundation of Canada. Deadline February 13th 2025.
- Intact Insurance will conduct a risk assessment of the Fire Hall and Community Centre on February 11th 2025.

7. Secretary Report: (Brenda Haines)

- No current WSIB claims.
- First payment received December 18th 2024 \$2490.00. MNM Grant.
- Donation deposit \$395.00 (CFL pot luck dinner \$50.00, AECON \$200.00, Line Dancing \$145.00)
- Near North Laboratories increased prices to \$36.00 (includes HST) beginning January 6th 2025.
- Dropped water sample to Near North Laboratories Monday January 13th
- Dominique Marleau presentation tonight at 6:00 pm. Via Microsoft Teams.
- 12 days of Christmas completed. Registered the department for the draw, a chance to win \$500.00 credit at the FMPFSC's distribution centre.
- Hall rental: Jim Golden from the band Mid Life Crisis reached out to us regarding practicing at the community centre. The practices generally run about 2-3 hours, once or twice a month. They are very flexible around days or times. They are all retired. Advised Jim the board waived the hall fee. Hall rental agreement emailed for signature. Jim said they will put on a show for the community.
- Emergency Response Guidebooks: Training Package Have we received them ?
- Krista from KS Chartered Professional Accountants requires the forms Audit Planning, Fraud risk and Narratives to be reviewed and signed, then sent back.
- Accounting software- will look into monthly fees or desktop version.
- Id Cards Draft #3 for approval.
- Paid out FF Honorariums for October 1st to December 31st 2024 \$4540.80. and prepared the yearend tax letters 2024.
- Brenda has been granted access to OPTA (Ontario Provincial Tax Analysis System).
- Created a new FB account and page for Fire Department.

8. LSB Committee Reports:

8.1 Fire Protection: (Rick Banting)

- The fire team gathered together 2 times in December. On December 4th 2024 the practice was cancelled. On December 11th 2024 the members completed the question exercises for Chapter 10, "Search & Rescue. On December 18th 2024 the team and their partners met for a casual get-together to discuss the year's successes and plans for the coming year.
- There were no injuries or emergency calls in December 2024.
- Further discussions with the Temagami Fire Department regarding compensation for supportive fire services remain to be scheduled.
- The fire team is preparing to form a committee to consider improved storage of fire fighters turn-out gear in the fire hall.

- In an effort to reduce clutter, miscellaneous pieces of construction material located in the utility room was made available to the fire fighters. Denis Graveline is the contact person regarding the distribution of items.

8.2 **Property:** (Barb Carruthers)

- Denis Graveline checked water lines on Dec 21st 2024. The temperature had gone down to minus 23, no frozen pipes.
- Kitchen pipe have not been repaired. Denis Graveline is still looking for correct pipes. No issues since the Christmas party.
- Utility closet was cleaned out and needs to remain this way due to OH&S regulations. Breaker panels need 1m space in front of them and hot water tank needs to be accessible. Serving area was also decluttered on January 13th 2025 by Denis Graveline, Janice Graveline, Gord Copeland Barb Carruthers.
- Thermostat on the baseboard heater in the utility room keeps getting turned down and the door shut. These were installed to stop pipes from freezing so they need to be left at the setting that Denis Graveline has determined to keep pipes from freezing.
- A question arose regarding the dehumidifier. It was determined it was not necessary.
- The TLCA (Astrid & Cherie) are fine with Marie Lochhead to use all Christmas decorations for her proposed Christmas workshop November 2025.

8.3 **Recreation:** (Marie Lochhead)

- Paint night has been rescheduled for March 9th 2025.
- Possible upcoming events. Euchre Tournament hosted by Nicki
- Marie provided an overview of events which she has planned for 2025.

8.4 **Emergency Services:** (Arthur Shrum)

- A discussion took place regarding an incident in the community. Several firefighters will be getting together to build a back board for a sled should it be needed.

9. **New Business:**

10. Next Meeting: **Tuesday February 18th 2025 6:00 pm**

Meeting Adjourned: **8:42 pm**