

**TOWNSHIP OF MACHAR – VILLAGE OF SOUTH RIVER  
MINUTES – SHARED SERVICES MEETING  
Monday, March 6, 2023**

**Call to Order, Welcome, Disclosures of Pecuniary Interest and the General Nature Thereof; nil.**

Present for Machar: Mayor Lynda Carleton, Deputy Mayor Ron McLaren, Councillors Neil Scarlett and Blair Flowers, Clerk Administrator Brenda Paul, and Treasurer Deputy Clerk Angela Loney. Councillor Pearl Ivens was present by teleconference.

Present for South River: Mayor Jim Coleman, Deputy Mayor Bill O’Hallarn, Councillor Teri Brandt, Clerk Administrator Don McArthur, Chief Financial Officer/Deputy Clerk Janet Wedseltoft. Councillor Robert Brooks and Brenda Scott were present by teleconference.

Guest attending: South River Machar Fire Chief Risto Maki.

Guests observing: Clint and Wendy Main, Bart Wood, Kathy Schoenberger, Mark Smuck, Connie McCaig, Stacey Cyopeck, Nick Loney, North Bay Nugget Reporter Rocco Frangione.

**1. Arena Proposed 2023 Budget Draft 3**

Draft 3 proposal: Net 2023 Budget Expenditures \$450,317

Distribution of Budget as per Agreement	Machar	South River	Total
Operating Share (2/3 SR, 1/3 Machar)	102,606	205,212	307,818
Capital Share (1/2 & 1/2)	71,250	71,250	142,500
Total	173,856	276,462	450,318
Total Approved Budget 2022	116,702	208,025	324,727
Increase %	48.97%	32.90%	38.68%
Increase in \$	57,154	68,437	

Discussions ensued on Draft 3 with Machar indicating some concerns still and trying to keep the increases low for taxpayers. Budget Revenue and Expense lines were reviewed. It was suggested the Floor Scrubbing Machine could be removed from Capital at a savings of \$7,500 for 2023. South River Clerk Administrator advised it had broken down, but was repaired and is working. Discussion on Snack Bar: Revenue is budgeted at \$21,000. Salaries Snack Bar is budgeted at \$9,100 and Supplies/Materials Snack Bar is budgeted at \$11,400 realizing only a \$500 profit/break even. Discussions moved to other operational costs including staffing numbers and the loss of the Spartans. South River explained the Arena is currently staffing for a medical leave. Machar asked if the Arena is staffed per rentals, and not staffed when not in use. South River Clerk Administrator confirmed this, and South River further explained with the exception of some maintenance. Machar noted the Operations Budget has increased from \$214,686 in 2019 to \$307,818 in 2023. South River Councillor Scott indicated the only way to reduce costs is a reduction to levels of service. Machar expressed 1 in 5 children live in a food insecure household (1 in 6 households in Ontario experience food insecurity) so we’re looking to reduce what we can, but maintain quality service. Mayor Coleman would like more Machar input at the beginning of the budget, rather than the end. South River committed to a review of staff hours in comparison to rental hours and will provide the information to Machar. Mayor Coleman expressed per discussions, South River will go back and discuss the budget. Tebbly Park general maintenance costs being charged to Arena will be removed.

**2. Fire 2022 Year End Report**

During 2022 the Fire Dept responded to 102 emergency calls for service (2/week). Highlights include: Medical first response saw a dramatic increase (40.2% of total emergency responses), 17% were drug or alcohol related, average response time and chute time has decreased by approx. 2 minutes as a result of increased hours to the FPO position, firefighters on scene of emergencies for more than 573 hours, majority of rescue calls for service (15) were for motor vehicle accidents. In 2022 the Fire Dept obtained fire management software that allows them to better manage their

inspections as well as emergency response and physical resources. In addition to Fire Inspections, the Fire Dept was very involved in the community in 2022 providing fire safety information as well as supporting various events in the community. In addition to responding to emergencies and regular training, the Fire Dept was able to upgrade the Superior Tanker Shuttle Accreditation to a commercial rating in 2022. This rating was only achievable by utilizing the Automatic Aid Agreement with the Sundridge Strong Fire Dept. Mandatory certification for firefighters will pose significant recruiting challenges as well as training challenges. Approximately 100 hours of training is required to Firefighter 1 certification alone. The 2022 capital budget allocated funds to pave the parking lot in front of the firehall in order to increase the amount of useable space for the Fire Dept. It also had provisions for replacing the chassis on Rescue 6 (UTV) used for remote rescue and support on forest fire operations. The funds allocated for the paving have been transferred to the 2023 budget. The replacement chassis for Rescue 6 arrived in 2023 and was on budget. The rescue box and radio were transferred over to the new chassis. South River completed its strategic asset management plan in 2022 which includes projects for fire department capital projects. This plan will help identify and plan for necessary capital projects for the Fire Dept. 2023 Projections include: the Fire Dept will be required to update the Community Risk Assessment (rewrite every 5 years and to be reviewed annually), Establishing and Regulating By-Law due for a review and updates in 2023 as is the Fire Protection Agreement with Joly, 2023 proposed budget allocates funds for preliminary design work on renovations to the existing fire hall (completing will better position the municipalities for any potential funding opportunities that may arise to assist in completing the necessary renovations), Fire Dept plans to develop a recruit course to prepare firefighters to pass the Firefighter 1 and 2 certification testing and also plans to develop a Hazmat Operations course.

**3. Fire Proposed 2023 Budget Draft 3**

Draft 3 proposal: Net 2023 Budget Expenditures \$431,825

Distribution of Budget as per Agreement	Machar	South River	Total
Operating/Capital Share (1/2 & 1/2)	215,913	215,913	431,826
Total Approved Budget 2022	191,105	191,105	382,210
Increase %	12.98%	12.98%	
Increase in \$	24,808	24,808	

Discussions ensued on Draft 3 with questions and answers on Revenue and Expense lines. Fire Response Revenue is budgeted at \$12,500 (2022 actual \$35,921.90) to assist in building the Reserve, finance related Expense lines have increased the budget, end dates were provided (Tanker ends Apr 2031, Pumper ends Feb 2028, Pick Up Truck ends Nov 2024). The Fire Chief advised the next Pumper is due in 2028, and expressed when financing ends, those amounts should be maintained in the budget and contributed to Reserve for future capital requirements. The Fire Prevention Officer position was discussed. The Fire Chief expressed that the inspections and preventions are not sustainable, the FPO needs to be increased and will be a support to the firefighters with the new education requirements, the cost is .84/household per month (reference source provided by South River: 2023 FPO for Machar = \$7,000 divided by 925 hh = \$7.57 divided by 9 months = .84 month).

**ADJOURN**

**44-23 McLaren, Flowers**

THAT we give 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and final reading to Confirming By-Law and that we adjourn until our Regular meeting scheduled for Mon, Mar 13, 2023. CARRIED

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Mayor Lynda Carleton

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Clerk Administrator Brenda Paul, AMCT