

**Police Village of Russell
Board of Trustees, Regular Meeting Minutes
Monday January 6th, 2025, at 7:00pm
Russell Curling Club, Russell**

Attendees: Stephanie MacMillan, Julianne Duern Bankley, Alison Brown

Invited Public attendees & Applicants:

Regrets:

MONDAY JANUARY 6th MINUTES

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| <ul style="list-style-type: none"> 1. Call to Order 2. Budgetary Items 3. Applications for funding assistance 4. Correspondence / Activities review | <ul style="list-style-type: none"> 5. New Business 6. Public Questions / Presentations 7. PVR Organizational Work 8. Next regular meeting 9. Adjournment |
|---|---|

AGENDA ITEM & DESCRIPTION	NOTES	ACTIONS
1	Call to order	
1.1 Call to order 1.2 Agenda Approval 1.3 Dec meeting minutes Approval		1.1 SM Called to Order 1.2 Approved 1.3 Approved
2	Budgetary Items	
2.1 Financial report: Trust account & BNS checking account; monthly statement. 2.2 Honoraria to Trustees for Jan 2025 2.3 Scotia wealth requests CRA TIN's 2.4 Canada Post Box 284.45	2.3 AB to share TIN	2.1 AB reports, PVR Investment Balance: \$ 1,195,001.00 Decrease of \$ 34,799.00 Bank Balance: \$ 19,508.18 2.2 Issued 2.3 Info on file provided to Lucie at ScotiaWealth. Lucie stated she would contact us if more information was needed. 2.4 Approved by all and Payment issued.
3	Application for funding assistance	
	New	
3.1		
	Outstanding	
3.2 KIN Club – Welcome Sign 3.3 RD Horticultural Society – MacDougall Park 3.4 KIN Club - Russell 125 Street Blades 3.5 Russell Village Women's Institute 2024	3.2 No update, Pending final report 3.3 Paused until Spring, Awaiting invoice from twp. twp. Has reached out and is awaiting final invoices. 3.4 Awaiting details from Celine at TWP to coordinate payment, twp. Has reached out and is awaiting final invoices. 3.5 Cheque issued, Pending final report	3.2 KIN club reports the project is under budget with some expenses still outstanding. Current returned amount of \$1,267.24 as per cost report dated Dec 13, 2024. Upon receipt of the final report, the PVR annual financial report total for KIN Club to be adjusted. 3.3 awaiting final invoice 3.4 awaiting final invoice

			3.5 SM to request a final complete budget.
4	Correspondence / Activities review		
	4.1		
5	New Business		
	5.1 Questions from BDO around Setup of an RP payroll account with CRA & Research to determine if the trust would have a T3 filing requirement under the new CRA legislation. 5.2 Reach out to 2024 projects for variety of pictures to update projects page on website	5.1 Form has been submitted by mail to CRA, CRA to issue business number, will be forwarded to BDO. T3 research is ongoing with BDO. No update at this time. 5.2 Trustees to reach out to organizations for photos.	5.1 Account has been set up, CRA business number has been received, AB to provide to BDO, T4's to then be issued. T3 research is ongoing, no update at this time. 5.2 Trustee's to continue to obtain photos.
6	Public Questions / Presentation		
	6.1		
7	PVR Organizational Work		
	7.1 Update on website handover issue 7.2 JAN 2025 Follow up with BDO with regards to how to account for approved funds that are not claimed by year end. 7.3 Ontario Heritage Trust - Provincial Plaque Program	7.1 Dave reached out enquiring about the domain, JDB to reply. June 10th vote for a max of \$500 spent for a 3-year term with new domain PVRTrust.ca Approved by all June 10 th . Deferred to Jan in advance of the Feb fees 7.2 AB to follow up with BDO at year end. Deferred to Jan 2025 7.3 Draft application created and finalized, Submission pending twp. approval of plaque location.	7.1 New Domain will be PoliceVillageofRussellTrust.ca, JDB to work towards finalizing by Feb 23, 2025 at which point the old domain hosted by GoDaddy will be retired. 7.2 AB to follow up on this with the Year end. 7.3 JDB to follow up with Celine on previous email
8	Next regular meeting		
	Monday Feb 3, 2025, 7pm at Russell Curling Club	Future meeting dates: Curling club; Mar 3, Apr 7, location TBD; May 5	
9	Adjournment		SM Motioned, AB seconded.

Julianne Duern Bankley, Stephanie MacMillan, Alison Brown