Police Village of Russell
Board of Trustees, Regular Meeting Minutes
Monday July 6th, 2026, at 7:00pm
Russell Township Sports Dome

Attendees: Stephanie MacMillan, Julianne Duern Bankley, Alison Brown, Mike Tarnowski
Invited Public attendees & Applicants:
Regrets:

MONDAY July 6th MINUTES

1. Call to Order
2. Budgetary Items
3. Applications for funding assistance
4. Correspondence / Activities review
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 June 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 July 2026 2.3 Setup of an RP payroll account with CRA/ Updated Trustee contact information with CRA 2.4 Investment portfolio changes - clarify process to change balance of investment fund 2.5 Annual meeting with BDO 2.6 Alert BDO that a full audit will be completed in 2027 2.7 Year end included in the May 25, 2026 Township minutes 2.8 BDO invoice for T3 trust income tax return, 2,115.98	2.3 Complete, awaiting letter from CRA confirming they have updated the information on file No mail correspondence received. 2.4 2.5 Scheduled for Sept 28 @noon 2.6 Added to the Sept 28 2026 BDO meeting 2.7 Trustees review minutes	2.1 AB reports, PVR Investment Balance as of July 1st: **$ 1,232,301.00** **Increase of $ 12,509.00** Bank Balance: **$ 5,402.98** 2.2 Issued 2.3 No Correspondence AB to login to My Account for follow up. 2.4 Deferred to Sept meeting with Robert 2.5 Meeting scheduled for September. 2.6 Follow up at September Meeting 2.7 Complete, reviewed. 2.8 Approved, cheque issued
3	**Application for funding assistance**		
	New		
	3.0	3.0	3.0
	Outstanding		

	3.1 Keep Russell Blooming 2026 3.2 Canada Day 2026 – Ag Society 3.3 Russell Ag Society – Russell Fair (Water Station)	3.1 Approved, SM to coordinate, Awaiting final budget at the end of the blooming season 3.2 Approved, SM to coordinate, Cheque issued 3.3 Approved pending budget clarification, AB to coordinate	3.1 No Update, awaiting final budget 3.2 No update, awaiting final budget 3.3 No update, awaiting event and final budget
4	**Correspondence / Activities review**		
	4.1		
5	**New Business**		
	5.1 Reschedule Aug 6 Virtual meeting 5.2 2026 mid-year / term-end message update 5.3 Trustee Service History 5.4 Nov 2 and Nov 30th or Dec 7th serving as the Dec meeting dates	5.1	5.1 Aug 6th meeting rescheduled to July 27th 5.2 Trustees to review 5.3 Approved, AB to reach out to township for historical list 5.4 Approved.
6	**Public Questions / Presentation**		
7	**PVR Organizational Work**		
	7.1 Ontario Heritage Trust - Provincial Plaque Program 7.2 Inquiry to RDHS on whether any PVR history in their holdings 7.3 Website change over. Outreach email to contacts alerting them to the new site. 7.4 AB suggests Trustees to review Job description. 7.5 Community Outreach	7.1 Long form application submitted. Awaiting response from TWP regarding plaque placement. Awaiting reply from Provincial Plaque Program Application deadline for 2025 application is March 31st. No update SM to follow up 7.2 Mary Donnelly will look into it and share info she may find. No update, AB to follow up. 7.3 AB to send email to contacts SM to email contacts. 7.4 Review by June meeting with goal to save as a sharable PDF for succession planning Finalize, and update as needed. 7.5 Trustees will each reach out to the identified organizations. Pending	7.1 SM followed up with no reply 7.2 No update 7.3 Complete 7.4 Complete and submitted to the township. 7.5 Complete
8	**Next regular meeting**		
	Monday July 27, 2026, 7pm (Serving as Aug meeting)	Future meeting dates: Aug 31 (Serving as Sept Meeting), Oct 5, Nov 2, Nov 30th (Serving as Dec meeting)	Location: TBD: TWP. Sports Dome, Nov and Dec location TBD
9	**Adjournment**		SM Motioned, JDB Seconded

Julianne Duern Bankley, Stephanie MacMillan, Alison Brown