

**LOCAL SERVICES BOARD OF NOLALU**  
**2018 – 2019 Board Minutes**  
**October 23<sup>rd</sup>, 2018**  
**7:30 PM**  
**Nolalu Community Centre**

**Attendance:**

Board Members: Sherida Bowey, Rob Kitson, Rox-Anne Moore, Debra Hitz, Larry Watson

Secretary/Treasurer: Jenna Hakala

NCC: Mike Stevens

NEST: John O'Malley, Teresa Patcheson, Sarah Shoemaker

Visitor: Linda Braun, Northern Development Advisor, Ministry of Energy, Northern Development and Mines

**1. Call to Order and Review of Agenda**

Meeting called to order at 7:30 pm.

No changes were noted for the Agenda

**2. Conflict of Interest**

No Conflicts of interest were declared

**3. Appointment of Chairperson and Secretary/Treasurer 2018-2019 – By-law**

Resolution No. 2018-044:

Moved by Debra Hitz, seconded by Rob Kitson,

THAT By-law No. 2018-05 being a by-law to appoint a Chair and a Secretary/Treasurer for the 2018-2019 term of the Board be hereby passed and enacted this 23<sup>rd</sup> day of October 2018.

CARRIED

**4. Election for One Vacant Seats**

The Chair explained the nomination and election process and called for nominations to fill the vacant board member position.

Nominations were as follows:

- i) Moved by Sherida, seconded by Rob Kitson

THAT Larry Watson be nominated.

After calling three times for further nominations, and there being none, the Chair closed nominations and the nominee was asked if he would let his name stand. Larry Watson accepted.

Larry Watson was acclaimed as board a member for the 2018-2019 term and the Chair welcomed him to the table to join the meeting.

## **5. Approval of Minutes**

### **5.1 September 25<sup>th</sup>, 2018 Regular Meeting Minutes**

Resolution No. 2018-45:

Moved by Debra Hitz, seconded by Sherida Bowey,

**THAT** the regular meeting minutes of September 25, 2018, as circulated, be accepted.  
**CARRIED**

### **5.1 September 25<sup>th</sup>, 2018 First Meeting of the 2018-2019 Board**

Resolution No. 2018-46:

Moved by Debra Hitz, seconded by Sherida Bowey,

**THAT** the minutes of the First Meeting of the 2018-2019 Board held September 25, 2018, as circulated, be accepted.  
**CARRIED**

## **6. Financial Reports**

### **6.1 September 2018**

Resolution No. 2018-47:

Moved by Rob Kitson, seconded by Debra Hitz,

**THAT** the LSB expenditures of \$923.08 for administration, \$2,496.00 for recreation services and \$4,560.62 for fire protection services for a total of \$8,883.77 for the month of September 2018 be accepted; and

**THAT** the reserve account, petty cash and bank account transactions and balances for September 2018, as per the financial statement as compared to budget, have been reviewed and are hereby approved.

**CARRIED**

## **6.2 Year End Deficit**

The Secretary/Treasurer advised that the estimated Deficit of \$2,831.58, as noted in the September 2018 Financial Report, would need to be transferred from the reserve account into the chequing account.

Resolution No. 2018-48:

Moved by Rob Kitson, seconded by Debra Hitz,

**THAT** the 2017-2018 estimated deficit of \$2,831.58 be transferred from the reserve account to the chequing account as at the September 30, 2018 year end.

**CARRIED**

## **7. Updates:**

### **7.1 NCC**

Mike Steven was pleased to announce the Halloween dance is still scheduled. The kids Halloween party was cancelled due to a lack of volunteers and that there would be no trick or treating on Halloween night. Price of the Halloween Dance tickets is \$5.

Mr. Stevens noted that the NCC financial statement can be reviewed in the grass roots. They are interested in setting up a contingency fund for the NCC. It was further noted that the NCC still needs a secretary, kitchen coordinator, volunteer coordinator and newsletter editor.

Mr. Stevens also noted that the Christmas party for kids is in jeopardy due to a lack of volunteers.

The yearly work for the NCC prior to winter is still not complete but scheduled to be done.

### **7.2 NEST**

Sarah Shoemaker noted lots of medical calls, lots of training for the month of September. Members of the NEST team are taking mental health first aid in order to be better prepared for calls. Ms. Shoemaker set the date for round table as November 28<sup>th</sup>, 2018. Anyone from the board can attend as an audience member. Rob Kitson will attend as the LSB representative.

November 6<sup>th</sup> NEST is offering the IMS 100 course, Rob Kitson will attend that training as well on the LSB's behalf.

Ms. Shoemaker noted that NEST had been chosen for the Jenny Heros Grant which gave the team \$25,000 to purchase a new rescue truck.

Members of the LSB noted that there should be a write up in the grass roots that the team received the grant and that they would like to thank all those that assisted in the grant writing process.

## **8. Correspondence**

There was no correspondence

## **9. Old Business:**

### **9.1 Speed Limit Through the Village of Nolalu**

There was an agreement around the table that the speed limit through the Nolalu village should be lowered to 60km starting at Rajala road and ending at Logan road. It was noted that this area has a high residential density and that the hill has a history of people not being aware of it or gaining speed on it. The Secretary/Treasurer was directed to draft a letter to the MTO regarding this issue and present it at the next meeting.

### **9.2 Emergency Training Sessions**

This item was discussed during section 7.2.

### **9.3 Continuing Education on the LSB of Nolalu**

It was noted that this is an ongoing concern and that it was time to think outside the box. There was conversation about creating a Facebook page given the success of the NEST Facebook page. It was determined that the board needs to have control on what is posted on the Facebook page. Ms. Braun suggested that heavy advertising for the board elections should be done in the summer months to encourage interest in the LSB.

Rob Kitson volunteered to create and maintain a Facebook page on behalf of the board. He requested a brief biography of the other members and the dates of upcoming meetings to be posted on the page. It was noted that the budget meeting should be heavily advertised to encourage residents to attend.

Ms. Shoemaker also requested the meeting dates that she can post on NEST's Facebook page.

## **10. New Business:**

### **10.1 Cheque Signing Authorities – By-law**

Resolution No. 2018-49:

Moved by Sherida Bowey, seconded by Rob Kitson,

**THAT** By-law No. 2018-07 being a by-law to authorize signing authority on behalf of the Local Services Board of Nolalu be hereby passed and enacted this 23<sup>rd</sup> October 2018.  
**CARRIED**

## **10.2 Appointment of Auditors for year ended September 30, 2018 – By-law**

Resolution No. 2018-50:

Moved by Rob Kitson, seconded by Debra Hitz,

**THAT** By-law No. 2018-06 being a by-law to appoint financial auditors for the year ended September 30, 2018 be hereby passed and enacted this 23<sup>rd</sup> day of October 2018.

**CARRIED**

## **10.3 Draft Budget 2018-2019**

It was determined that the insurance for NEST and NCC will be a consideration for the budget as it will increase significantly.

It was noted that NEST will likely be looking for at least \$57,000.

The Secretary/Treasurer was directed to contact Phyllis Garton and ask for the budget numbers for NCC for the 2018-2019 year.

It was noted that NEST was under funded last year by \$9,000 but that fundraising efforts assisted with the difference.

The Secretary/Treasurer was directed compile the budgets from NEST, NCC and Administration and present it to the Board at the next meeting which the Board will determine the Levy increase.

## **10.4 Draft Service Contracts – NCC, NEST**

The Secretary/Treasurer was directed to bring the draft service Contracts of the NCC and NEST to the next meeting with the necessary changes regarding the change in insurance for both entities.

## **11. Adjournment of Meeting**

The next regular meeting is November 27<sup>th</sup>, 2018 at 7:30 PM. The budget and levy will be presented to the public to be voted on.

Resolution No. 2018-51:

Moved by Sherida Bowey, seconded by Rob Kitson,

**THAT** there being no further business and the time being 8:37 PM, the meeting be adjourned.

**CARRIED**

Chair\_\_\_\_\_ Secretary/Treasurer\_\_\_\_\_