

LOCAL SERVICES BOARD OF NOLALU
Regular Meeting Minutes
February 28, 2017
7:30 PM
Nolalu Community Centre

Attendance:

Board Members: Ellen Bengtsson, Sherida Bowey, Debra Hitz, Don Jantunen, Sharon Low (Chair)
Secretary/Treasurer: Karen Caren
NCC: Phyllis Garton
NEST: Teresa Patcheson, Bob Payne, John O'Malley

1. Call to Order and Review of Agenda

The Chair called the meeting to order at 7:32 PM. Without objection, the following was added under New Business:

8.3 Recovering Legal Costs for NEST Fire Hall issue from MNR

The Chair welcomed Ellen Bengtsson to the Board.

2. Conflict of Interest

No conflicts of interest were declared.

3. Approval of Minutes – January 24, 2017 Meeting

Resolution No. 2017-07:

Moved by Debra Hitz, seconded by Sherida Bowey,

THAT the regular meeting minutes of January 24, 2017, be accepted.
CARRIED

4. Financial Reports – January 2017

Resolution No. 2017-08:

Moved by Debra Hitz, seconded by Don Jantunen,

THAT the LSB expenditures of \$2,917.96 for administration, \$2,290.17 for recreation services and \$4,187.67 for fire protection services for a total of \$9,395.80 for the month of January 2017 be accepted; and

THAT the reserve account, petty cash and bank account transactions and balances for January 2017, as per the financial statement as compared to the budget, have been reviewed and are hereby approved.
CARRIED

The Secretary/Treasurer advised that there are not enough funds in the bank account to pay the amounts to NCC, NEST and the Secretary as per the direction given at the January 24th meeting. It was advised that for the cheques issued in February, each party will receive 50% of the usual payment, with the remaining 50% to be paid on March 31st once the levy is received from the Ministry.

5. Updates

5.1 NCC

Phyllis Garton noted the Events Coordinator is resigning after the Fish Derby. NCC is looking for a new person or persons to fill this role. Prizes for the fish derby are coming in slowly, but NCC has a budget to purchase additional prizes if necessary.

5.2 NEST

John O'Malley noted that it has been quiet with only 2 calls in February. Training is ongoing and equipment and vehicle maintenance is being undertaken. Progress is being made with the west fire hall land ownership issue, with an upcoming meeting between NEST, the new owner of the property and the MNR. NEST is hopeful that a resolution or at least movement in a good direction will result from the meeting. Bob Payne, Fire Chief, advised that NEST is undertaking joint training with Gillies and O'Connor. Three new first responders are being trained who are able to provide daytime coverage.

6. Correspondence

6.1 Management Letter - BDO

Sharon read the letter from the auditors, BDO, respecting no significant matters being noted during the audit ending September 30, 2016.

6.2 Rural Economic Development Program – Minister of Agriculture and Rural Affairs (OMAFRA)

Sharon read the letter from OMAFRA respecting the launch of the renewed Rural Economic Development (RED) program. The letter did not provide sufficient information as to eligible applicants and activities. There was a website link provided in the letter that one could obtain further information. Karen undertook to forward a copy of the letter received via email to board members, as well as NCC. Debra undertook to explore the grant further and report back on her findings.

7. Old Business

7.1 Exclusion of Pete's Lake Property –Status

Nothing new to report. Sharon was directed to contact Linda Braun, Northern Development Advisor, for a status update, as well as forwarding a letter to the person whose desk the file is sitting on, with a copy to Bill Mauro, MPP.

7.2 Educating the Community about the LSB

At the October 2016 meeting, the board requested that this item be brought back for discussion at the February 2017 meeting. Sharon undertook to create a list of articles that have already published in the Grassroots. There was discussion about an article on the necessity of volunteers for both the board and the community. It was the consensus that an article on, "Why is my levy increasing", be brainstormed at the next meeting.

7.3 Emergency Procedures Plan – Mock Exercise

In consultation with the Fire Chief, it was the consensus that a mock exercise be conducted every two years. The next one would be November 2018, with this being an agenda item again in May 2018.

Bob Payne advised that NEST is going to add a Flood Plan to the Emergency Plan. This Plan is for evacuations of flood prone areas that would be sent to the residents.

Sharon noted that the Salvation Army can provide, if requested, a food truck with hot food and beverages for first responders and victims at the site of the command centre. The emergency disaster phone number for this service will be added to the confidential phone number listing.

7.4 LSB Association Update

Sharon noted that the Steering Committee has so far completed a review of half of the *Northern Services Board Act*. Once the review is complete, the recommendations will be forwarded to LSBs for comment. The Association is also going to work on having legislation changed for a formal LSB Association to be formed and incorporate.

A Google group chat site has been initiated, for LSB representatives. It was the consensus of the board that on this site, Sharon can ask other LSB's if they receive a levy for improved Crown lots.

8. New Business:

8.1 Amend MOF Collect Levy By-law

The Secretary/Treasurer advised that the Lismore properties had not been added to the 2017 assessment roll. After contact with Linda Braun with the Ministry of Northern Development and Mines, MPAC and the Ministry of Finance, 19 Lismore properties have now been added to the assessment roll, two of which are exempt and therefore not taxable. The 2017 levy of \$145 per property applied against 651 properties for a total levy of \$94,395 was submitted to the Ministry of Finance for collection on the PLT bill. It was noted that 644 properties were estimated at the time the budget was set for a levy total of \$93,380; a difference of \$1,015. The Ministry of Finance requires the by-law authorizing the collection of the levy to match what is in the OPTA program. As a result, a new by-law must be passed.

It was noted that there were 634 taxable properties in 2016 and 651 in 2017 with the addition of the 17 taxable Lismore properties. No properties were removed from the assessment roll in 2017.

Resolution No. 2017-09:
Moved by Debra Hitz, seconded by Sherida Bowey,

THAT By-law 2017-02 being a by-law to authorize the Ministry of Finance to bill and collect the tax levy and to repeal By-law No. 2016-13 be hereby passed and enacted this 28th day of February 2017.
CARRIED

8.2 Consideration of Changing Financial Institutions

The Secretary/Treasurer noted an issue of not being able to view and print cancelled cheques from the Rapport Credit Union website. Having copies of cancelled cheques is a requirement for the audit. An easily readable and printable monthly statement is also not available online. These issues started in August 2016 when Rapport updated its website and there has been no communication as to when the issue will be resolved. Copies of cancelled cheques must be requested from the Credit Union then picked up a few days later. This creates more work than if the cheques could be directly printed. The Secretary/Treasurer requested that the board consider changing to a financial institution that can provide a better online banking service.

Sharon undertook to write a letter to Rapport Credit Union advising that the board is considering changing financial institutions, unless a resolve can be found to the online banking issues.

Karen undertook to research other financial institutions and their associated bank fees and report back at the next meeting.

8.3 Recovering Legal Costs for NEST Fire Hall issue from MNR

Sharon was directed to draft a letter to the MNR requesting that the Ministry cover the cost of the LSB's legal bill with respect to the west fire hall land ownership issue. The draft letter will be presented at the next meeting. It was noted that the letter would not be sent until NEST indicates how its negotiation with the MNR goes with the new property owner.

9. Adjournment of Meeting

The next regular meeting is March 28, 2017 at 7:30 PM.

Resolution No. 2017-10:
Moved by Debra Hitz, seconded by Don Jantunen,

THAT there being no further business and the time being 8:36 PM, the meeting be adjourned.
CARRIED

Chair _____ Secretary/Treasurer _____