

**LOCAL SERVICES BOARD OF NOLALU**  
**Regular Meeting Minutes**  
**March 27, 2018**  
**7:30 PM**  
**Nolalu Community Centre**

**Attendance:**

Board Members: Sherida Bowey, Rob Kitson, Sharon Low (Chair), Rox-Anne Moore

Secretary/Treasurer: Karen Caren

NCC: Phyllis Garton

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

Absent with Notice: Debra Hitz

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

The Chair called the meeting to order at 7:34 PM. Without objection, the agenda was adopted as presented.

**2. Conflict of Interest**

No conflicts of interest were declared.

**3. Approval of Minutes – February 27, 2018 Meeting**

Resolution No. 2018-10:

Moved by Rox-Anne Moore, seconded by Sharon Low,

THAT the regular meeting minutes of February 27, 2018, as circulated, be accepted.

CARRIED

**4. Financial Reports – February 2018**

Resolution No. 2018-11:

Moved by Debra Hitz, seconded by Rox-Anne Moore,

THAT the LSB expenditures of \$752.03 for administration, \$2,496.00 for recreation services and \$4,650.58 for fire protection services for a total of \$7,898.61 for the month of February 2018 be accepted; and

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

CARRIED

## 4.2 2018 Levy

The Secretary/Treasurer advised that the Ministry of Finance is deducting \$1,460.67 from the LSB's 2018 levy. This is a result of tax roll changes and a pre-2009 arrears payment. An email from the Ministry of Finance dated March 3, 2018, provides the details of the deduction which includes two properties forfeited to the Crown going back to 2009, as well as two other properties having a 2016 and 2017 levy deducted for other unclear tax roll related reasons.

The details of the levy and deductions are as follows:

2018 Levy as per Budget	650 properties x \$150/property	\$97,500.00
Addition of 1 property	1 x \$150	\$ 150.00
Pre-2009 arrears payment	Addition	\$ 107.33
Adjustment for tax roll changes	Deduction	(\$ 1,568.00)
	2018 Levy payment	\$96,189.33
	Difference from Budget	(\$ 1,310.67)

Sharon noted that the LSB did have just over a \$3,000 surplus in the prior year which was transferred to reserve and could be used to offset the potential deficit this year if required.

The Board questioned the levy deductions, specifically for the two properties that went back to the Crown for arrears taxes, given that services were being provided to these lands while the tax arrears process was happening. The Secretary/Treasurer will provide further details on these properties at the next meeting so the Board can make a more informed decision of what the next steps may be to pursue this issue further.

## 5. Updates

### 5.1 NCC

Phyllis Garton noted that the busy season is winding down with two more senior lunches in April and May. The lunch program is transitioning from the Red Cross to the Victoria Order of Nurses and NCC is working on the new billing details as a result. The children's game nights have been very well attended but due to a lack of interest, the adult game's night and Blue grass evenings were cancelled. Based on preliminary figures the annual Fish Derby was again a success. The final profit is still to be calculated.

### 5.2 NEST

John O'Malley noted that response calls have been quiet but training has been busy. NEST is upgrading the vehicles such as rebuilding a tanker. They also have a new heavy rescue.

## 6. Correspondence

There was no correspondence.

**7. Old Business**

**7.1 Livestock Evacuation in Emergency Procedures Plan**

Sharon advised that she had forwarded a letter to the board which manages the community pasture in O'Connor Township. This board had met the previous evening to discuss the LSB's request to use the pasture for the evacuation of large animals in the event of an emergency. Sharon noted that she spoke with Larry Bockus, the Manager of the pasture, who indicated that the board has no issue granting the request but that there are certain considerations such as vaccinations and tagging, and keeping evacuated animals separated from those already in the pasture. The livestock owners would need to be responsible for watering and feeding the animals. Larry suggested that perhaps private farms with pasture and fencing could also be looked at as an alternative to the community pasture. Transportation of livestock is also another consideration. It was the consensus of the members to invite Larry Bockus to the next LSB meeting to speak further on this topic.

The Fire Chief, Sarah Shoemaker, raised a concern that during an emergency NEST's first priority is human life and property. NEST can provide information to livestock owners of safe places to bring their animals but will not coordinate this.

It was the consensus of the Board at the next LSB meeting to review the evacuation procedures for livestock in the Emergency Procedures Plan to see if amendments may be required.

**8. New Business**

**8.1 Review of Procurement Policy By-law**

The Secretary-Treasurer explained that the Procurement By-law is the policy which guides the LSB to purchase goods and services in a fair, cost-effective and transparent manner. The main services are the fire protection and recreation contracts, with audit and insurance being the second largest expenditures. It was the consensus that no amendments to the By-law were required.

**9. Adjournment of Meeting**

The next regular meeting is April 24, 2018 at 7:30 PM.

Resolution No. 2018-12:

Moved by Rob Kitson, seconded by Rox-Anne Moore,

THAT there being no further business and the time being 8:05 PM, the meeting be adjourned.  
CARRIED

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