

LOCAL SERVICES BOARD OF NOLALU
Regular Meeting Minutes
October 24, 2017
7:30 PM
Nolalu Community Centre

Attendance:

Board Members: Sherida Bowey, Debra Hitz, Rob Kitson, Sharon Low (Chair), Rox-Anne Moore
Secretary/Treasurer: Karen Caren
NCC: Phyllis Garton, Kim Daviau
NEST: John O'Malley, Teresa Patcheson, Sarah Shoemaker, Camille Turcotte, Cal Eyjolfson
Public: Bob Katajamaki, Clay Stowell

1. Call to Order and Review of Agenda

The Chair called the meeting to order at 7:30 PM. Without objection, the agenda was adopted as printed.

2. Conflict of Interest

No conflicts of interest were declared.

3. Appointment of Chairperson and Secretary/Treasurer 2017-2018 – By-law

Resolution No. 2016-37:

Moved by Sherida Bowey, seconded by Debra Hitz,

THAT By-law No. 2017-08 being a by-law to appoint a Chair and a Secretary/Treasurer for the 2017-2018 term of the Board be hereby passed and enacted this 24th day of October 2017.

CARRIED

4. Election for Two Vacant Seats

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

Nominations were as follows:

i) Moved by Bob Katajamaki, seconded by Phyllis Garton,

THAT Rox-Anne Moore be nominated.

ii) Moved by Phyllis Garton, seconded by Clay Stowell,

THAT Bob Katajamaki be nominated.

iii) Moved by Sharon Low, seconded by Sherida Bowey,

THAT Rob Kitson be nominated.

After calling three times for further nominations, and there being none, the Chair closed nominations and all nominees were asked if they would let their name stand. Rox-Anne Moore and Rob Kitson accepted and Bob Katajamaki respectfully declined.

Rox-Anne Moore and Rob Kitson were acclaimed as board members for the 2017-2018 term and the Chair welcomed them to the table to join the meeting.

5. Approval of Minutes

5.1 September 26, 2017 Regular Meeting

Resolution No. 2017-38:

Moved by Debra Hitz, seconded by Sherida Bowey,

THAT the regular meeting minutes of September 26, 2017, as circulated, be accepted.
CARRIED

5.2 September 26, 2017 First Meeting of 2017-2018 Board

Resolution No. 2017-39:

Moved by Debra Hitz, seconded by Sherida Bowey,

THAT the minutes of the First Meeting of the 2017-2018 Board held September 26, 2017, as circulated, be accepted.
CARRIED

6. Financial Reports

6.2 September 2017

Resolution No. 2017-40:

Moved by Rob Kitson, seconded by Debra Hitz,

THAT the LSB expenditures of \$843.93 for administration, \$2,290.13 for recreation services and \$4,187.63 for fire protection services for a total of \$7,321.69 for the month of September 2017 be accepted; and

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

6.2 Year End Surplus: Transfer to Reserve or Pay out to NCC & NEST

The Secretary/Treasurer advised that the estimated surplus of \$3,190.02, as noted in the September 2017 Financial Report, if not transferred to the reserve and/or paid out to NCC and NEST would need to be budgeted for as revenue in the current year.

Resolution No. 2017-41:

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

THAT the 2016-2017 estimated surplus of \$3,190.02 be transferred from the chequing account to the reserve account as at the September 30, 2017 year end.

CARRIED

It was noted that pending reimbursement of the LSB's legal fees as a part of NEST's negotiations with the MNR with respect to the West Fire Hall property ownership matter, that the LSB may at such time reconsider paying out the money reimbursed to NCC and NEST.

7. Updates

7.1 NCC

Phyllis Garton was pleased to announce and introduce the new NCC board members for the upcoming term. She noted that a Halloween dance has been set for October 27, 2017 due to renewed interest from the new board members. When the new board next meets on November 2nd, it will start planning future events such as a New Year's Eve dance, an adult game night, craft days and the revival of youth nights. The board will also review procedures and ensure they are in written format.

7.2 NEST

John O'Malley noted that it is in the final stages of sorting out the West Fire Hall ownership issue. The matter began to proceed more quickly once NEST requested the help of Bill Mauro, MPP. NEST at this time cannot comment on the negotiations but that there has been a positive response from all parties. NEST was pleased to announce the appointment of Sarah Shoemaker as Fire Chief and Mike Neufeld as Deputy Chief following the retirements of Bob Payne as Fire Chief and Wayne Ahola as Deputy Chief.

8. Correspondence

There was no correspondence.

9. Old Business

9.1 Educating the Community about the LSB

Sharon reviewed the efforts of the board to date on this matter, noting that there has not been much success in having people come out to meetings. The board reviewed a brochure that the Lappe LSB had made and it was the consensus that if the time, effort and money were to be put into such a publication that it should include all community groups (LSB, NCC, NEST, LRBs and the Cemetery Board).

People present at the meeting did provide positive comment on the letter Sharon had included in the 2017 October/November Grassroots about community spirit and volunteerism. It was agreed by all present was that this was very effective as there was some new energy created for NCC, NEST and the LSB with some new members at recent elections and appointments for these organizations. It was the consensus that a letter be drafted to discuss this new energy, to introduce new board and organization members and explain how the LSB is the funding conduit for these organizations. Debra undertook to draft this letter

which she will email to all members of the LSB, NCC and NEST by November 6th for comment. The letter will be published in the next Grassroots edition.

9.2 Emergency Procedures Plan (mock exercise)

It was noted that the annual review of the Emergency Procedures Plan takes place at the January LSB meeting. NEST noted that it plans to review Nolalu's Plan with the neighbouring municipalities of Gillies, O'Connor and Conmee to ensure that all Plans are consistent with each other. NEST will provide an update of this initiative at the January meeting.

9.3 Supporting an LSB Association

Sharon noted that the LSB Association meeting that was to be held on October 14th was cancelled due to a non-sufficient number of people being able to attend. This is mainly a result of a number of board member changes with some of the other LSBs at their recent elections which has caused some potential dormancy in the Association. The Steering Committee would like to have a face-to-face meeting with all LSBs to discuss further action on the Association but this will more than likely not take place until May or June 2018. Sharon will provide updates as new information becomes available.

9.4 PLT Review

Nothing new to report. Karen is working with OPTA to ensure the LSB is able to have updated property numbers in order to set the Budget and Levy.

9.5 Joining Lakehead Rural Planning Board

It was the consensus to defer this matter to the next meeting given the two new board members who are unaware of the background information. Sharon provided the new members with the information package from the August presentation by the Ministry of Municipal Affairs representative.

10. New Business:

10.1 Cheque Signing Authorities – By-law

Resolution No. 2017-42:

Moved by Rox-Anne, seconded by Debra Hitz,

THAT By-law No. 2017-08 being a by-law to authorize signing authority on behalf of the Local Services Board of Nolalu be hereby passed and enacted this 24th October 2017.

CARRIED

It is noted that a motion to have the Secretary/Treasurer as a cheque signing authority was not seconded and therefore not considered.

10.2 Appointment of Auditors – year ended September 30, 2017 – By-law

Resolution No. 2017-43:

Moved by Debra Hitz, seconded by Sherida Bowey,

THAT By-law No. 2017-07 being a by-law to appoint financial auditors for the year ended September 30, 2017 be hereby passed and enacted this 24th day of October 2017.

CARRIED

10.3 Draft Budget 2017-2018

The LSB reviewed the draft Administration budget requirements. NCC and NEST both presented their budget and levy requirements. The levy apportionment between the LSB, NCC and NEST was also reviewed and discussed in relation to the levy.

It was the consensus that the levy for 2018 be recommended to be increased by \$5 per property, with the levy based on an estimate of 650 properties (see Secretary/Treasurer’s note below the resolution).

Resolution No. 2017-44:

Moved by Rob Kitson, seconded by Sherida Bowey,

THAT it be recommended to the public that there be an increase of \$5 per property to the levy for 2018, for a per property levy of \$150 and a total levy of \$97,500 and that the levy plus the MNDM operating grant of \$2,909 for a total revenue of \$100,409 be distributed as follows:

LSB - \$14,650 (14.59%) NEST- \$55,807 (55.58%) NCC - \$29,952 (29.83%)

CARRIED

Secretary/Treasurer’s Note: After the meeting it was realized that there are only 650 properties and not 651 as per the discussion at the meeting and the basis of the total levy calculation. The reduction of the one property is due to the Pete’s Lake property that was recently excluded from the LSB’s jurisdiction. The above levy dollar amounts in the resolution are therefore based on this new information but the levy apportionment percentages remain as what was approved by the Board.

10.4 Draft Service Contracts – NCC, NEST, Moose Media

Due to the 9 PM meeting curfew, it was the consensus that this item be deferred to the next meeting.

11. Adjournment of Meeting

The next regular meeting is November 28, 2017 at 7:30 PM. The budget and levy will be presented to the public to be voted on.

Resolution No. 2016-43:

Moved by Rob Kitson, seconded by Debra Hitz,

THAT there being no further business and the time being 9:00 PM, the meeting be adjourned.

CARRIED

Chair _____ Secretary/Treasurer _____