

LOCAL SERVICES BOARD OF NOLALU
Regular Meeting Minutes
April 22, 2014
7:30 PM
Nolalu Community Centre

Attendance:

Board Members: Larry Bockus, Sharon Low (Chair), Sheree O'Malley, Lloyd Snider, Sandy Snider,
Secretary/Treasurer: Karen Caren
NEST: John O'Malley, Bob Payne
NCC: Jack Erickson, Daren Fellner

1. Call to Order and Review of Agenda

The Chair called the meeting to order at 7:33 PM. Without objection, the following were added to the agenda and the agenda was adopted as amended.

- 7.3 Land Severance
- 8.3 June Meeting Date

It was noted that the April 1, 2014 meeting was cancelled due to weather conditions.

2. Conflict of Interest - No conflicts of interest were declared.

3. Approval of Minutes – February 25, 2014

It was noted that Larry Bockus' name was missing from the attendance and needed to be added.

Moved by Sandy Snider, seconded by Sheree O'Malley,

THAT the regular meeting minutes of February 25, 2014, as amended, be accepted.
CARRIED

4. Financial Reports

4.1 February 2014

Moved by Larry Bockus, seconded by Lloyd Snider,

THAT the LSB expenditures of \$3,587.95 for administration, \$1,939.53 for recreation services and \$3,722.38 for fire protection services for a total of \$9,249.86 for the month of February 2014 be accepted;
and

THAT the reserve account, petty cash and bank account transactions and balances for February 2014, as per the financial statement as compared to budget, have been reviewed and are hereby approved.
CARRIED

4.2 March 2014

Moved by Sandy Snider, seconded by Lloyd Snider,

THAT the LSB expenditures of \$579.19 for administration, \$1,939.53 for recreation services and \$3,722.38 for fire protection services for a total of \$6,241.10 for the month of March 2014 be accepted; and

THAT the reserve account, petty cash and bank account transactions and balances for March 2014, as per the financial statement as compared to budget, have been reviewed and are hereby approved.

CARRIED

It was noted that cheque #745 dated March 31, 2014, issued to Karen Caren, was misplaced/lost by the recipient and a stop payment was made on that cheque. The \$12 bank service fee for the stop payment will be deducted from the Secretary/Treasurer's April honourarium cheque. The lost cheque was reissued as cheque #747.

It was noted that the monthly contract payments to NCC are being shown as an expense that is accruing to be paid out under contractual obligation, once NCC satisfies the LSB's financial conditions. The amount to be paid out to NCC as of April 22, 2014 is shown on the March financial statement.

It was also noted that the expense amounts shown in the financial statements do not include the rebateable portion of the HST. This is why the amounts shown in the expense accounts do not necessarily match the amount the cheque was written for.

5. Updates

5.1 NCC

Jack Erickson noted that the community centre had recently experienced a flood event as a result of frozen/plugged culverts. NEST and the MTO helped to get the culverts open. The water was pumped out of the building and the septic tank. There were some issues with the septic pump that were resolved. Everything is fine now.

The Red Cross is having some budget changes and will be providing less funding for the senior lunches and dinner. As a result, NCC is looking at potentially reducing this program during the summer months.

The children's programs have a declining attendance and the board is investigating more interesting programs to help increase the number of children attending.

The Father's Day and Mother's Day breakfasts are being put together as one event called a Family Day Breakfast with a tentative date of June 15th.

Daren Fellner, NCC Treasurer, provided an update of where NCC is with its financial statements. He provided the February and March 2014 statements to the LSB Secretary/Treasurer. The Chair noted that until such time that the LSB is satisfied with NCC's bookkeeping, it will not release the monthly contract payments.

Without objection, the board directed that the Secretary/Treasurer email NCC's monthly expense reports with the meeting agenda for the board's review.

5.2 NEST

John O'Malley noted that it has been a quiet couple of months for calls but busy for mutual aid training. There are new, younger members joining which is good. NEST is having an issue with finding parts for one of the trucks.

Bob Payne noted that there is an upcoming all day training session to have all new members get caught up with training. There will be approximately 8 to 12 students at this session. WHIMIS training is up to date and the team is working on compliance with the new Occupational Health and Safety Training requirements.

He also noted that effective July 1, 2014 it becomes mandatory for all homes to have a carbon monoxide (CO) detector on each floor of the home that has combustible heating or an attached garage. The team will be purchasing a CO sensor that is good for 2 years and will be creating Standard Operating Guidelines for CO responses.

6. Correspondence

6.1 Anderson Consulting – Results of Canada Post Rural Post Office Survey

It was noted that the results of the postal survey conducted by John Anderson Consulting (November 26, 2013 meeting) was emailed out to all board members.

7. Old Business

7.1 Funding from MNDM: How it Compares to Other LSBs

Sharon noted that she has not had time to call the other LSBs to inquire about the amount of funding they receive.

7.2 Emergency Procedures Plan

Bob Payne noted that the plan is now with Emergency Measures Ontario for review.

7.3 Severance of Property

Sharon noted that she had heard from a source who was speaking to an employee at the local Ministry of Municipal Affairs and Housing office, that obtaining a severance in unincorporated areas depends on the distance of the property from the City of Thunder Bay; if close cannot sever but if further away it can be done. It was the consensus of the board to ignore this information until such time that a property owner in the Nolalu area submits a severance application to the Ministry and see what the result is.

8. New Business

8.1 Service Contracts – Bi-annual Review

After reviewing the contracts, it was that consensus that the Moose Media and NCC contracts are satisfactory and no amendments are required. There was clarification that the percentages in section 4.1 of the NCC contract refers to the priority given by the LSB to the programs and not the amount of money to be allocated to the program. It was noted that NCC should include all program expenses, except fundraising event expenses, on the monthly financial report.

NEST recommended that paragraph 1(b) in Schedule C be stricken since the Ontario Fire Marshall does not allow NEST to perform interior attacks due to timing and number of members required at a fire. The amendment to this contract will be prepared by the Secretary/Treasurer and be presented at the May LSB meeting for enactment and signing.

8.2 2014 Provincial Policy Statement

Sharon noted that she obtained two hard copies of the Provincial Policy Statement. She gave one to Larry. They will review the document and present their findings at the May LSB meeting.

8.3 March Meeting

It was the consensus that since the Secretary/Treasurer and Lloyd and Sandy Snider are unable to attend the regularly scheduled June 24th meeting, that the June meeting not be held and a meeting be scheduled for July 22nd instead.

9. Adjournment of Meeting

The next regular meeting is May 27, 2014 at 7:30 PM.

Moved by Sheree O'Malley, seconded by Larry Bockus,

THAT there being no further business and the time being 8:30 PM, the meeting be adjourned.
CARRIED

Chair _____ Secretary/Treasurer _____