

**LOCAL SERVICES BOARD OF NOLALU**  
**Meeting Minutes of Annual General Meeting**  
**September 27, 2016**  
**7:30 PM (following regular meeting)**  
**Nolalu Community Centre**

**Attendance:**

Board Members: Sherida Bowey, Debra Hitz, Sharon Low (Chair), Lloyd Snider, Sandy Snider  
Secretary/Treasurer: Absent with notice  
NCC: Cathy LeBrun  
NEST: John O'Malley, Bob Payne  
Visitor: Linda Braun, Northern Development Advisor, Ministry of Northern Development and Mines

**1. Minutes of Last Annual General Meeting**

The Chair called the meeting to order at 7:21 PM.

The Chair read the minutes from the AGM of September 29, 2015.

Moved by John O'Malley, seconded by Debra Hitz,

THAT the minutes of the 2014-2015 AGM held on September 29, 2015, as circulated and read, be accepted.

CARRIED

**2. Report from Chairperson**

The Chair provided a review of the activities of the Board during the 2015-2016 term. The report is attached.

**3. MNDM Report**

Linda Braun, Northern Development Advisor with the Ministry of Northern Development and Mines (MNDM), offered a welcome to the property owners of Lismore Township, noting that three inhabitants from that area were in attendance at the meeting. She indicated that it's good to see people coming out to an election meeting and putting their name forward to serve on the board so that a board does not remain static.

Ms. Braun noted the progress of the Pete's Lake Exclusion file that was discussed earlier at the regular meeting.

She indicated that she is responsible for eight LSB's that are planning to form the LSB Association.

There were no questions for Ms. Braun.

#### **4. Elections 2016-2017**

Prior to the election, the Chair read excerpts from the Board Member Attendance Policy to ensure that all nominees were aware of the responsibility to attend the majority of board meetings. The Chair explained the nomination and election process and called for the nomination of the five board members.

Nominations were as follows:

i) Moved by Debra Hitz, seconded by Lloyd Snider,

THAT Erin Claeys be nominated.

ii) Moved by Stuart Bagnall, seconded by Sandy Snider,

THAT Don Jantunen be nominated.

iii) Moved by Stuart Bagnall, seconded by John O'Malley,

THAT Sharon Low be nominated.

iv) Moved by Sandy Snider, seconded by Lloyd Snider,

THAT Debra Hitz be nominated.

v) Moved by Lloyd Snider, seconded by Sandy Snider,

THAT Sherida Bowey 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. All nominees accepted.

Sherida Bowey, Erin Claeys, Debra Hitz, Don Jantunen and Sharon Low are acclaimed as board members for the 2016-2017 term.

#### **6. Adjournment of Annual General Meeting**

The Chair called for any other business. There was none.

Moved by Debra Hitz, seconded by Sandy Snider,

THAT there being no further business and the time being 7:45 PM, the meeting be adjourned.  
CARRIED

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

## NOLALU LOCAL SERVICES BOARD

### Chairperson's Report

#### 2015-2016

I recall writing the Chairperson's Report one year ago, with an extreme sense of frustration at the number of "brick walls" on which we seemed to be breaking our heads. However, for whatever reason, this year has seen a significant "about-face" in several areas.

At the First Meeting of the newly-elected Board on September 29, 2015, the following priorities were set for the coming year:

- Removal of Pete's Lake property from the Nolalu LSB Boundary
- Addition of Lismore Township to the Nolalu LSB
- Education of the Community about the LSB
- Emergency Procedures Plan Mock Exercise
- Networking with Other LSB's
- Records Retention and Records Back-up Policies

#### Removal of Pete's Lake Property

Unfortunately, this issue remains unresolved, and as such is the only really negative blot on the year.

One year ago exactly, the final public meeting was held on this issue which has resulted from a Ministry error in the original legislature, which error was discovered in 2008. We are currently at eight years and counting.

#### Addition of Lismore Township

On a much brighter note, Lismore Township was added to the Nolalu LSB boundary as of May, 2016, three years after initial application was made. Welcome to Sunset Lake property owners!

#### Education of the Community about the LSB

One flyer was sent out to the public. Following this, there have been a couple of spot advertisements in the Grassroots (because of the unrealistic cost of a separate flyer). Hopefully, the residents are becoming more aware of what a Local Services Board is and does. Further spots are planned. Future suggested topics include the impact of Volunteers on our Community.

#### Emergency Procedures Plan Mock Exercise

A mock exercise of an emergency (an ice storm which shut down roads and electricity) was held at the Community Centre on September 15, 2016, with NEST Fire Chief Bob Payne taking the lead. In attendance were representatives of NEST, NCC, the LSB,

and several government and police agencies. Personally, I thought the exercise went very well. I believe we all learned a lot about process, and what assistance is available from what resources.

### Networking with Other LSB's

For me, this was (and is) perhaps the highlight of the year. After years of trying to draw mutual support from other LSB's in the District, suddenly a request for mutual liaison came from the new chair of a sister LSB. Many others jumped on board and the result was a one-day organizational and planning meeting held on June 11, 2016. A Steering Committee was formed, and a subsequent meeting of the Steering Committee with MNDM Minister Michael Gravelle was held. Since then, a telephone conference call, attended by virtually all of the LSB's in the District, has been held, and interest has been expressed by LSB's in the Kenora District, as well as some in the Sault Ste. Marie area and in Northeastern Ontario.

Action items include a training day for LSB members and secretary-treasurers, as well as a detailed training manual for secretary-treasurers; the incorporation of the Association and an Association Website; a review of the Northern Services Board Act with recommendations for necessary changes; and expansion (at least initially) to include Kenora District LSB's.

The Minister has expressed support for the Association's goals, and a second meeting is planned between the Steering Committee and Ministry personnel in the next few weeks.

### Records Retention and Back-up Policy

A Records Retention, Preservation and Destruction Policy was prepared, reviewed, and passed as a By-law. Sandy Snider has worked hard with Secretary Karen Caren to sort through all of the LSB files, storing those necessary on a USB flash drive, which is kept in a fireproof box at the Secretary's residence. Files will be reviewed and stored regularly (I believe annually).

In addition to the items already noted, the Board reviewed and approved a Board Attendance Policy, to take effect October 1, 2016. This policy will be summarized for all present just before the Election this evening.

Finally, the Secretary's honorarium was increased significantly this year to be more in line with the honorariums paid to other LSB secretary-treasurers. It is recommended that a review of said honorarium be done annually during budget discussions to keep up to date with suitable increases.

Having written all of this, I guess we did have a very busy and good year. There is every hope that progress will continue in the future. The establishment of the Association of Local Service Boards, Thunder Bay District, may indicate the possibility of resurrecting some issues which, presented by the Nolalu LSB on an individual basis,

appeared “dead in the water”, for example the review of the Northern Services Board Act.

I would like to thank all of the hardworking Nolulu LSB Board Members, as well as our Secretary-Treasurer, Karen Caren. Thanks also to Linda Braun, our MNDM representative, for her support.

Respectfully submitted,

Sharon Low, Chair,  
Nolulu Local Services Board.