

**LOCAL SERVICES BOARD OF NOLALU**  
**Regular Meeting Minutes**  
**January 25, 2011**  
**7:30 PM**  
**Nolalu Community Centre**

**Attendance:**

Board Members: Sharon Low (Chair), Sheree O'Malley, Lloyd Snider

Secretary/Treasurer: Karen Caren

NCC: Susan Backstrom

NEST: Mike Neudorf, John O'Malley, Camille Turcotte

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

The Chair called the meeting to order at 7:34 PM. The agenda was adopted as presented.

**2. Conflict of Interest**

No conflicts of interest were declared.

**3. Approval of Minutes**

**3.1 November 23, 2010**

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

THAT the minutes of November 23, 2010 as circulated, be accepted.

CARRIED

**4. Financial Reports**

**4.1 October 2010**

Due to a change to the final budget figures at the November 23, 2010 meeting, an amended financial statement for October 2010 was presented. The only amendment was the insertion of the correct budget figures.

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

THAT the amended October 2010 financial statement be accepted.

CARRIED

**4.2 November 2010**

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

THAT the LSB expenditures of \$541.39 for administration, \$1,729.92 for recreation services and \$3,195.83 for fire protection services for a total of \$5,467.14 for the month of November 2010 be accepted; and

THAT the reserve account, petty cash and bank account transactions and balances for November 2010, as per the attached statement, have been reviewed and are hereby approved.

CARRIED

#### **4.3 December 2010**

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

THAT the LSB expenditures of \$521.60 for administration, \$1,729.92 for recreation services and \$3,195.83 for fire protection services for a total of \$5,447.35 for the month of October 2010 be accepted; and

THAT the reserve account, petty cash and bank account transactions and balances for December 2010, as per the attached statement, have been reviewed and are hereby approved.

CARRIED

#### **4.4 2009-2010 Audited Financial Statements**

It was noted that Sharon, Lloyd and Karen had met with the auditor on January 7, 2011 to review the 2009-2010 financial statements. The financial statements will be presented to the public at the Annual General Meeting (AGM) in September 2011.

### **5. Updates:**

#### **5.1 NCC**

Susan Backstrom informed the members that the next couple of months at the Community Centre will be busy with the Poker Run and the Fish Derby. In December the floor was stripped and rewaxed.

#### **5.2 NEST**

John O'Malley indicated that December was a quiet month, with only a few calls. Mike Neudorf gave a brief summary of the fire calls in December, which were only a couple of chimney fires. With the low number of fire calls lately, it appears that the fire prevention program is working.

### **6. Correspondence:**

#### **6.1 MNDMF – 3 letters; re: *Northern Services Board Act* Review**

Sharon read three letters from the Ministry of Northern Development Mines and Forestry respecting a review of the *Northern Services Board Act*. It was noted that the first two letters dated December 18, 2009 and February 3, 2010 were not received by the LSB. It was not until the third letter dated December 13, 2010, that referred to the first two letters was received, were requested to be sent by the Secretary/Treasurer.

As a result of the Ministry's review, three new documents were created as follows:

- LSB Guide for Inhabitants and Board Members –This guide was developed to assist in understanding the respective roles and responsibilities of Board members and inhabitants pursuant to the requirements of the *Northern Services Boards Act* and related ministry policies. The LSB

Guide also offers suggestions on procedures to assist Boards in conducting its affairs in an open, transparent and accountable manner.

- LSB Brochure – This document is available for downloading and distribution to individuals interested in establishing an LSB, as well as to provide existing LSB inhabitants with a brief overview of the Local Services Boards functions and processes.
- LSB Complaint Resolution Policy – This policy has been developed to assist inhabitants and Board members address and resolve conflicts or complaints that relate to the operations and activities of the Board and compliance with the *Northern Services Boards Act*.

Without objection, Sharon undertook to forward a letter to MNMDF requesting that the Ministry should ensure that emails are received by LSBs. Without objection, Karen was directed to request 5 hardcopies of the new LSB Guide for Inhabitants and Board Members from MNMDF, as stated in the December 18, 2009 letter would be available for distribution. It was noted that the LSB Brochure and Complaint Resolution Policy are posted on the LSB webpage of Nolalu.ca.

## **6.2 TBDSSAB – Draft Housing Strategy**

The LSB has no jurisdiction over housing, but Sharon undertook to review the Draft Housing Strategy.

## **7. Old Business:**

### **7.1 Junior Fire Cadet Program**

Mike Neudorf indicated that NEST's officers are in favour of a Junior Cadet Program. The biggest issue to implementation would be insurance coverage, which would require provincial aid. Without objection, Sharon undertook to forward correspondence to the appropriate provincial ministries requesting the need for such a program.

### **7.2 Sale of Crown Lots**

It was the consensus of the members to defer this item to the next meeting.

### **7.3 Severance of Real Property**

It was the consensus of the members to defer this item to the next meeting.

## **8. New Business:**

### **8.1 Annual Review of Emergency Procedures Plan**

Amendments to the plan were discussed, with much input from Mike Neudorf, Fire Chief of NEST, for required changes. Karen was directed to amend the plan as discussed, to update the contact information, and to forward an updated copy to the plan holders. The plan will be reviewed again next January.

As a result of the plan's review, the LSB made a formal request to NCC to have an additional phone line installed at the Community Centre, which would be available during an emergency. This phone line would have a separate phone number than the current NCC one. The LSB undertook to pay for the installation

fee and the first month of service, after which service to the line could be cancelled. The phone line infrastructure itself would remain, in order to be activated in the event of an emergency.

**9. Adjournment of Meeting**

The next meeting is February 22, 2011 at 7:30 PM.

Moved by Sheree O'Malley,

THAT there being no further business and the time being 8:45 PM, the meeting be adjourned.

CARRIED

Chair\_\_\_\_\_

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