

PELLATT PELICAN UMBACH GIDLEY Local Services Board

Public Meeting Minutes
Meeting held Saturday, February 9, 2013
Held at PELLATT COMMUNITY CENTRE

Present:

Board Members: Barry Baltessen(BB), Gord Fox(GF), Jim Johnson(JJ),
Duane Johnston(DJ), Robert Wares(RW)

Inhabitants: 26 were present

Opening:

Barry Baltessen (BB) called the meeting to order at 2:03 p.m. and explained the process for the meeting.

1) Board Meeting Minutes from November 17, 2012: Jim Johnson moved for acceptance of the meeting minutes. Duane Johnston seconded the motion. All approved. Carried.

2) Annual Budget and Tax Levy for the Year Ending September 30, 2013:

BB explained the budget consisted of two major components: i) the contract with Pellatt United Firefighters(PUFF) to fund their operating budget, and ii) administrative costs of running the Local Services Board of Pellatt, Pelican, Umbach and Gidley.

Previously a meeting was held with the Pellatt United Firefighters Board to review the proposed budget that would ultimately become the contract for the Local Services Board of Pellatt, Pelican, Umbach and Gidley.

Grant Hayton expressed concern that the expenses in the Pellatt United Firefighters contract were not disclosed in detail. BB explained that the Local Services Board need only approve a global amount for providing fire protection services. Nick VanderZande, Chairman of Pellatt United Firefighters, explained that the operating budget was passed at an open general meeting and encouraged all inhabitants to attend Pellatt United Firefighters general meetings in the future to make themselves fully aware of their operating expenses in detail.

Roy Dawson inquired if there was any responsibility of the Local Services Board of Pellatt, Pelican, Umbach and Gidley to cover any shortfall that Pellatt United Firefighters may have at the end of their budget year. BB explained that the Local Services Board of Pellatt, Pelican, Umbach and Gidley was only responsible for the agreed contract amount of \$61,000 for this year ending September 30, 2013 and that Pellatt United Firefighters has other sources of revenue that would cover any shortfall or additional expenses outside

of the agreed contract that may be incurred. BB explained further that any surplus or deficits found as a result of the audit would be reflected in the budget the following year. BB explained the background to establish the levy for the initial year: The approximate total number of properties is 1,000, and the total budget for both PUFF and PPUG is \$66,000. Therefore, the initial levy would be \$66.00. Due to the late start of the Local Services Board of Pellatt, Pelican, Umbach and Gidley, the board is continuing to work with the Municipal Property Assessment Corporation (MPAC) to establish an accurate number of properties for the tax roll. We will use this year to perfect the list for year 2. There being no further discussion, BB asked for a motion to approve the levy for the fiscal year ending September 30, 2013.

Barry Baltessen moved and Gord Fox seconded the following:

BE IT ENACTED as **By-Law 6/2013** of the Corporation that the statement of estimates of revenue and expense for the fiscal year of the Corporation ended September 30, 2013 attached hereto be approved and that each property within the Board Area as determined by the Municipal Property Assessment Corporation (MPAC) be assessed the sum of \$66.00 for such fiscal year. Twenty-five agreed, one against. Carried. ENACTED this 9th day of February 2013.

3) Auditor Contract: Jim Johnson explained the process that was followed to secure an auditor who would perform the services required for the most reasonable fee.

Jim Johnson moved and Duane Johnston seconded the following:

BE IT ENACTED as **By-Law 7/2013** of the Corporation that BDO Canada LLP, chartered accountants, be appointed auditors of the Corporation for the fiscal year ended September 30th, 2013, at a remuneration of \$1,625.00 plus applicable taxes. There was no further discussion. Unanimously approved by the Board as By-Law 7/2013. ENACTED this 9th day of February 2013.

4) Insurance Contract: Duane Johnston explained the process of securing insurance coverage for the Local Services Board of Pellatt, Pelican, Umbach and Gidley.

Duane Johnston moved and Rob Wares seconded the following:

BE IT ENACTED as **By-Law 8/2013** of the Corporation that the commercial liability, employee dishonesty and office contents insurance underwritten by Grain Insurance and Guarantee Company in the amounts and for the premium attached hereto are approved. There was no further discussion. Unanimously approved by the Board as By-Law 8/2013. ENACTED this 9th day of February 2013.

5) PELLATT UNITED FIREFIGHTERS Contract: Robert Wares outlined the agreement between Pellatt United Firefighters and the Local Services Board of Pellatt, Pelican, Umbach and Gidley for the period of October 1, 2012 to September 30, 2013.

Nick VanderZande, Chairman of Pellatt United Firefighters, shared that the Board of Directors of Pellatt United Firefighters had previously voted to approve the contract.

Robert Wares moved and Jim Johnson seconded the following:

BE IT ENACTED as **By-Law 9/2013** that the provision of fire protection contract between The Local Services Board of Pellatt, Pelican, Umbach and Gidley and Pellatt United Firefighters Inc., dated as October 1, 2012 attached hereto is approved. There was no further discussion. Unanimously approved by the Board as By-Law 9/2013. ENACTED this 9th day of February 2013.

6) Pellatt Community Centre Rental Agreement: Barry Baltessen outlined the agreement between Pellatt Community Centre and the Local Services Board of Pellatt, Pelican, Umbach and Gidley for the period of October 1, 2012 to September 30, 2013.

Rob Wares moved and Gord Fox seconded the following:


BE IT ENACTED as **By-Law 10/2013** that the agreement for rental of office space between The Local Services Board of Pellatt, Pelican, Umbach and Gidley and Pellatt Community Club Inc, dated as October 1, 2012 attached hereto is approved.

Barry Baltessen recused himself from voting on this By-Law. There was no further discussion. Approved by the remaining Board as By-Law 10/2013. ENACTED this 9th day of February 2013.

BB commented that The Local Services Board of Pellatt, Pelican, Umbach and Gidley was pleased to be able to support Pellatt United Firefighters which provides not only fire protection but also first response and emergency response crew for all local inhabitants.

Adjournment: Robert Wares moved to adjourn the meeting. Seconded by Duane Johnston. Meeting was adjourned at 2:22 p.m.

Meeting Minutes Submitted by:


Lori Summers - Secretary

Approved by:


Barry Baltessen - Chair

PELLATT PELICAN UMBACH GIDLEY Local Services Board

Public Meeting Minutes
Meeting held Saturday, November 17, 2012
Held at PUFF Fire Hall

Present:

Board Members: Barry Baltessen(BB), Gord Fox(GF), Jim Johnson(JJ),
Duane Johnston(DJ), Robert Wares(RW)

Inhabitants: 35 were present

By Invitation: Theresa Stephens, Ministry of Northern Development, Mines and Forestry

Opening:

The meeting was called to order at 1:48 p.m. by Barry Baltessen (BB)

BB outlined the agenda for the meeting:

- 1) Elect a Chair;
- 2) Appoint a Secretary and Establish Honorarium;
- 3) Adopt Procedural By-Laws;
- 4) Appoint Executive Committee;
- 5) Establish that the Minister of Finance can collect the levy on behalf of the LSB of PUGG.

Approval of Agenda: Jim Johnson made the motion. Duane Johnston seconded the motion. All approved. Carried.

1) Election of Chair: Jim Johnson nominated Barry Baltessen as the Chair. Duane Johnston made the motion. Robert Wares seconded the motion. BB asked three times for additional nominations for chairpersons. No nominations came forward.

BE IT ENACTED as **By-Law 1/2012** of the Corporation that Mr. Barry Baltessen will be appointed as the Chairman of the Board of the Local Services Board of Pellatt, Pelican, Umbach and Gidley for the fiscal year ending September 30th, 2013. ENACTED this 17th day of November 2012. There was no further discussion. Unanimously approved by the Board as By-Law 1/2012.

2) Appoint Secretary and Establish Honorarium: Barry Baltessen made a motion to appoint Lori Summers as secretary and establish an honorarium of \$1,000 for this fiscal year. Robert Wares seconded the motion. *A brief discussion followed.*

BE IT ENACTED as **By-Law 2/2012** of the Corporation that Ms. Lori Summers be appointed as the Secretary of the Board of the Local Services Board of Pellatt, Pelican, Umbach and Gidley for the fiscal year ending September 30th, 2013, and is to be paid an

honorarium of one thousand dollars(\$1,000) as determined by the Board. ENACTED this 17th day of November 2012. There was no further discussion. Unanimously approved by the Board as By-Law 2/2012.

3) Adopt Procedural By-Laws: Robert Wares moved to adopt Procedural By-Laws. Duane Johnson seconded the motion.

Jim Johnson reviewed the By-Laws set out by the Ministry of Northern Development, Mines and Forestry for operational purposes.

An inhabitant recommended it be considered that a board member of the LSB should not also be a board member of PUFF to eliminate any conflict of interest or voting conflict. It was agreed to adopt this recommendation and amend the existing By-Law.

BE IT ENACTED that a **By-Law 3/2012**, relating generally to the transaction of the business and affairs of the Local Services Board of Pellatt, Pelican, Umbach and Gidley which was created to provide Fire Protection in accordance with paragraph 2 in the Schedule to the Northern Services Board's Act in all those tracts of land in the geographic Townships of Pellatt, Pelican, Umbach and Gidley, in the Territorial District of Kenora, being composed of those parts of the geographic townships designated as Parts 1, 2 and 3 on a plan known as The Local Services Board of Pellatt, Pelican, Umbach, Gidley filed on October 13, 2010, with the Office of the Surveyor General of Ontario in the Ministry of Natural Resources, a copy of the map outlining this geographic area is attached as an attachment to this By Law 3/2012. ENACTED this 17th day of November 2012. There was no further discussion. Unanimously approved by the Board as By-Law 3/2012.

4) Appoint Executive Committee: Barry Baltessen moved that all five board members be appointed to the Executive Committee. Jim Johnson seconded the motion.

A discussion took place regarding public board meetings where inhabitants will vote in board members and decide the amount of the levy.

BE IT ENACTED as **By-Law 4/2012** of the Corporation that the Local Services Board of Pellatt, Pelican, Umbach and Gidley establish an Executive Committee for the fiscal year ending September 30th, 2013, and such committee be comprised of all members of the Board of Directors and the Secretary of the Board. ENACTED this 17th day of November 2012. There was no further discussion. Unanimously approved by the Board as By-Law 4/2012.

5) Establish that the Minister of Finance Can Collect the Levy on Behalf of Local Services Board of Pellatt, Pelican, Umbach, Gidley: Barry Baltessen made the motion to ask the Minister to collect the levy on behalf of the Local Services Board. Robert Wares seconded the motion.

Jim Johnson explained there was an urgency to have the Levy By-Law passed

immediately in order to comply with the timelines in place by the Minister of Finance to meet the 2013 Provincial Land Tax Bill distribution requirements.

BE IT ENACTED as **By-Law 5/2012** of the Corporation that the Local Services Board of Pellatt, Pelican, Umbach, Gidley direct the Chair, Mr. Barry Baltessen to inform the Minister of Finance that PPUG requests that the Minister of Finance collect the Levy set by PPUG for "fire protection" only and remit same to PPUG in accordance with the Northern Services Board Act. ENACTED this 17th day of November 2012.) There was no further discussion. Unanimously approved by the Board as By-Law 5/2012.

An inhabitant expressed concern going forward that the acronym "LSB" not be used for public notices, etcetera, but rather "Local Services Board" be used to alleviate any confusion for the public/local inhabitants.

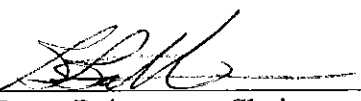
Closing Comments: BB summarised the following business that will be completed in the near future: Establish a bank account, create a post office box number, arrange for insurance which will include a security bond for secretary and include directors' liability insurance, confirm an auditor, follow-up with Municipal Property Assessment Corporation(MPAC) to acquire the tax roll for catchment area, retain a user name and password from Minister of Finance, receive annual budget from PUFF and gather all pertinent information to establish levy. Once this work has been completed, notice for the next public board meeting will be posted to pass additional By-Laws keeping the LSB in compliance with the guidelines as set out by the Ministry.

Adjournment: Duane Johnston moved to adjourn the meeting. Seconded by Robert Wares. Meeting was adjourned at 2:16 p.m.

Meeting Minutes Submitted by:


Lori Summers - Secretary

Approved by:


Barry Baltessen - Chair

PELLATT PELICAN UMBACH GIDLEY Local Services Board

Public Election Meeting Minutes
Meeting held Saturday, November 17, 2012
Held at PUFF Fire Hall

Present:

Inhabitants: 45 were present

By Invitation: Theresa Stephens, Ministry of Northern Development, Mines and Forestry

Opening:

The meeting was called to order at 1:05 p.m. by Barry Baltessen (BB)

BB welcomed and thanked all in attendance for coming. BB gave a brief summary, thus far, on the creation of the Local Services Board (LSB) of Pellatt, Pelican, Umbach, Gidley (PPUG) whose primary objective will be to collect the funds, through a tax levy, required to provide fire protection services only.

In April/May 2010 a meeting of local inhabitants was held to establish the intent for a LSB for fire protection; public information meetings were held to explain the process and in August of 2010 a vote took place resulting in the unanimous decision to proceed to the next step in setting up a LSB. All required paperwork was completed and forwarded to the Ministry of Northern Development, Mines and Forestry. In mid-October 2012 an approval letter was received from Minister Bartolucci. Required meeting notices were posted, along with an extensive communication campaign, announcing an election meeting for board members of the Local Services Board of Pellatt, Pelican, Umbach, Gidley.

Call for Nominations:

BB asked for additional board member nominations from the floor to be considered in addition to the existing six candidates for the fiscal year (October 1st to September 30th), current year ending September 30, 2013. Nominations from the floor were requested three times. No nominations came forward. Nominations were closed. Candidates gave a brief summary of their experience and explained their desire to be on the LSB of PPUG.

Candidates were as follows:

- | | |
|--------------------|-------------------|
| 1) Barry Baltessen | 4) Jim Johnson |
| 2) Robert Wares | 5) Roy Dawson |
| 3) Gord Fox | 6) Duane Johnston |

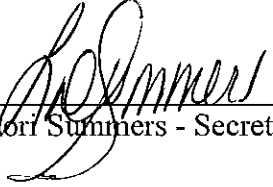
BB then explained the secret ballot voting procedure and secret ballot voting commenced at 1:18 p.m.

Ballots were counted by Ron Mauthe and Ken Pride. At 1:46 p.m. the five board members were announced: Barry Baltessen, Gord Fox, Jim Johnson, Duane Johnston

and Robert Wares. Al Cardinal made a motion to destroy all ballots. Shirley Tilley seconded the motion.

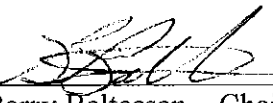
The first board meeting commenced immediately following the announcement of the board members..

Meeting Minutes Submitted by:



Lorr Summers - Secretary

Approved by:



Barry Baltessen - Chair