



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
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**Minutes of Board Meeting April 21, 2016**

The minutes can also be viewed on our website: [www.loringslb.com](http://www.loringslb.com)

**Attending:** Darrell Rogerson, Mike Buchanan, Steve Davis, Julia Moore, Peggy Whitehead,  
Attending by phone: Hilary Chambers

**ACRONYMS**

Ministry of Finance (**MOF**), Municipal Property Assessment Corporation (**MPAC**), Local Services Board (**LSB**), Provincial Land Tax (**PLT**), Standard Operating Procedure (**SOP**), Activity Centre (**AC**), Argyle Community Centre (**ACC**), Argyle Heritage Celebration (**AHC**), Conflict of Interest (**COI**), Ministry of Natural Resources (**MNR**)

Meeting brought to order by Darrell at 7:00 p.m.

**Conflicts:** Mike when we discuss the dock tender

**Minutes** Motion to accept the minutes of March 31, 2016 by Steve, 2<sup>nd</sup> by Mike, all in favour, motion passed.

**Financial Report:** Peggy presented the financial statement for March 31, 2016. Motion to accept by Mike, 2<sup>nd</sup> by Julia, all in favour, motion passed.

**Critical Path:** Apply for 2<sup>nd</sup> funding from MNM by June 10<sup>th</sup>.

**Bylaws, Motions and Notices of Bylaws:**

**Bylaw 2016-18** **A bylaw to approve \$2,500.00 for the cost for the Argyle Heritage Celebration. Motion to pass bylaw by Steve, 2<sup>nd</sup> by Mike, all in favour, bylaw passed.**

Tanya asked where does this come out of on the financial. Mike said we discussed last month to put it under recreation.

Mike left the room as the Board discussed the dock tenders.  
The Board had a minor adjustment to change the date on the WSIB from May 2016 to May 2017 and Mike initialed the year.

**Bylaw 2016-19**      **Bylaw to enter into a contract with Buchanan Enterprise to operate the LSB Dock on Wilson Lake, Port Loring. The rate paid shall be no charge. Motion to pass bylaw by Steve, 2<sup>nd</sup> by Julia, all in favour, bylaw passed.**

The Board discussed the tenders for grass cutting:  
Hampel Contracting \$232.50 plus HST WSIB & Insurance  
Albert Lamb \$205.00 he has insurance, but no WSIB  
Mike Legault & Klink Enterprise - \$165.00 plus HST, Insurance & WSIB

Board awarded the tender to Mike Legault / Klink Enterprises. Until the end of the meeting Rod Hampel questioned this bid wanting confirmation that they had the criteria requested on the tender. After discussion and looking at the tender request again, comparing it with each submission, board voted to award to the bidder who supplied all documentation requested on the tender, Hampel Contracting. Julia Moore thought it should be re-tendered and refrained from voting. There was a discussion about the WSIB requirements and this will be addressed and clarified on future tenders.

**Bylaw 2016-20**      **To enter into a contract with Hampel Contracting for Grass Cutting at the Activity Centre, Lions Community Centre and the Ball Diamond in Arnstein, will commence when needed and will end September 30, 2016. The rate paid shall be \$232.50 plus HST/cut. Motion to pass bylaw by Steve, 2<sup>nd</sup> by Mike, Hilary in favour, Julia abstained, bylaw passed.**

**Old Business Outstanding:**

**The following old business is outstanding from April 23, 2015**

**1. Action Required:** There will be a cleanup when we take over the building. Mike will advise when. Mike will post flyers and it will be on June 6, 2015. As of June 18, 2015 the cleanup will be after the construction is done. As of September 17<sup>th</sup> Mike Buchanan said this will be done with the new Board. Mike will advise the board the date for a yard cleanup – **tabled till spring.**

**The following old business is outstanding from November 19, 2015**

**1. Action Required:** Email from a property owner with wrong 911 numbers. Steve will check. – **tabled till spring.**

**2. Action Required:** End of the month Darrell will meet with the government regarding a centre for seniors. This has been postponed due to the budget preparation. Darrell is currently working with a volunteer to put together the application - **Tabled until spring.**

**The following old business is outstanding from January 21, 2016**

**1. Action Required:** The Board will get together to look at this. Darrell is strongly opposed to writing off any accounts payable for 911 signs. These are legitimate fees that are due for a service rendered. All steps must be taken to collect. It is unfair to give some constituents free civic addresses as it amounts to a subsidy from the other tax payers. Darrell has talked to MNDM where we stand with this and they have not answered him yet. Darrell mentioned

that they are waiting for a procedure for the 911 numbers for the water and the committee is still working on this. I mentioned about the old bills and Darrell has talked to Joanne Laing at Ministry of Finance about this and we may be able to put the old bills on there. **As of March 31<sup>st</sup> the Board will get together to discuss this.** As of April 21<sup>st</sup> section 26 in the act Darrell said that all fees will be collected. He has asked MNM for clarification and he should have this for the next meeting.

#### **The following old business is outstanding from February 25, 2016**

**1. Action Required:** The roof repairs at the AC. Mike has been in contact with them and should hear something next week.

#### **The following old business is outstanding from March 31, 2016**

**1. Action Required:** Email from the East Parry Sound Literacy Council saying they have linked us to their website and are asking to be linked on our website. This will be tabled till next month. As of April 21<sup>st</sup> this will be discussed with the Board and should know for the next meeting.

**2. Action Required:** A phone call from West Parry Sound Health Centre asking if we could move the defibrillator to an unlocked area at the Activity Centre. Mike will call him about the AC. As of April 21<sup>st</sup> since this was a grant and it is to be in an unlocked area, this will be moved to the washroom area.

**3. Action Required:** I read a letter from the Farmers Market regarding their insurance. Julia will ask the insurance if they will come in and explain what we are covered for to the Board. Julia has not heard when someone will be in, but she got a few answers. For all events that the Board has authorized are covered. **If the Board was found negligent or a third party setting up booths they would need proof of insurance.** Renting to nonbusiness groups or letting them use the building for free, **any third party would have to show proof of insurance.** Renting to a business, **they should show proof of insurance.** Regarding the AHC with other people's items and pictures, **the items would be covered under their own insurance.** Tanya has heard that the Legion on their insurance they are covered for all renters.

**4. Action Required:** Kerry Booth said the kitchen needs to be upgraded before we get shut down. The Board is looking at a grant for this upgrade – **no update.**

#### **Old Business Complete**

##### **Complete from February 25, 2016**

The draft report for the audit asking the Board if it is okay. The board said they did not receive it, I said I would send it again. Mike said we had to move some figures back to administration. Peggy is to let them know this and everything else is okay. Motion to approve the draft copy by Mike, 2<sup>nd</sup> by Steve, all in favour, motion passed.

##### **Complete from March 31, 2016**

Steve will get the defibrillator moved from the kitchen to the main room at the ACC Debbie Russell asked if she is to ask for proof of insurance for whoever rents the ACC or AC and Mike said yes.

I read a letter regarding the Nursing Station Fund dinner asking for a reduction. Mike will take this to the committee. As of April 21<sup>st</sup> this will be discussed under committees.

There is a leak in the roof that will have to be checked.

Rona Currie asked if they could have the letters from the old sign for the Legion. Mike said he would check with the committee and let her know. As of April 21<sup>st</sup> Mike said they will turn them over.

Mike Legault asked if I could ask Bell 911 if they are relaying the data base to the ambulance. I said I would check and Kerry Booth asked to get the information from Mike Legault and he would also check into this. I checked with Bell and they do not relay the information to the ambulance, but they update their 911 information. If there is a call to 911, it will display the good information for ambulance, police and fire department.

### **Correspondence**

1. Email regarding Duck Lake Boat Launch, Darrell emailed him and told him in the future he will have to contact Mike or Steve as he has COI. Darrell said we are going to improve the landing at Noganosh Parkway first. We are to let them know when we are ready to do the second one.

**Action Required:** None.

2. Email about a Food Co-op in the area. An initial investigation will take place April 11<sup>th</sup> and asked the Board for advice and comments.

**Action Required:** None

3. A property owner asked how to proceed for a new building.

**Action Required:** Darrell looked after this.

4. Question regarding rental rates at the ACC by Joe Whitmell.

**Action Required:** Mike will defer to the committee report.

5. A request for a 911 sign.

**Action Required:** I looked after this.

6. A letter from the Food Bank for overbooking.

**Action Required:** I read the letter and also Mike's reply.

7. Email from MPAC regarding important changes to the 2016 assessment.

**Action Required:** Darrell said they will be sending our taxes out early so if anyone wants to request for reconsideration.

8. A bulletin for the 32<sup>nd</sup> anniversary of Seniors' Month in Ontario.

**Action Required:** I gave these to Darrell.

### **Committee Reports**

Tax Review Darrell is looking into Option 3 for future tax collections.

Library Going good.

Activity Centre Basketball nets are up. Looking at starting T-Ball and adults baseball. Summer program resumes are in and interviews will be done soon. Steve, Mike and Sandra Gendron will be doing the interviews. Rabies Clinic will be on June 1, 2016 from 6:00 p.m. to 7:00 p.m. and it will be \$20.00 per pet.

Argyle Community Centre Steve has filled the grate in with concrete. The sign is working on both sides. Mike thanked Steve for this work on the sign while he was away.

Joe Whitmell had questions on the rates for the ACC. Mike said that the committee wants to be fair to the community and the Legion. At the committee meeting it was suggested that, Community Fundraising Events fall under the \$100 rate. It was also suggested that the kitchen rate be increased from \$50 to \$75, as well as leasee's to get a 25% discount off the rental rate. (Rental rate only NOT the kitchen fee).

Mike asked Joe for a letter outlining what the Argyle Nurses Station use their fundraising dollars for to give to the committee for consideration.

Joe asked if the new sign is for ACC advertising or for all community events. Mike had said if there is nothing upcoming on the calendar at the ACC then the Nurses Station Dinner at the Legion could be advertised. Debbie Dobbs then asked if the Food bank could also advertise when they are open. Mike had said to contact Peggy.

#### Hiking Trails

Explorer application should hear back next week. Their budget was reduced so maybe they could handle Fednor on our behalf.

#### Culture

Julia has a meeting on May 4<sup>th</sup> with the committee and it is going really good. They have scheduled the AHC for July 1<sup>st</sup> and 2<sup>nd</sup>, but will need the building on June 30<sup>th</sup> to set up. I said I will let her know. She said she may have a few excursions that weekend to go to look at antiques.

#### Fire

The 911 committee has a meeting on May 5<sup>th</sup> to discuss water access and islands.

#### Website

Few more tweaks to do and it should be up by the end of the month.

#### Bylaws

Darrell and Julia will work on this to get it finished in the next month.

#### Administration

Julia said transparency between the Board and the public.

#### Grants

Seniors grant should hear back by June. Boat launch will be sent in next week.

Long Term Planning Ongoing, tonight there will be an information session on garbage and area lighting. 3 areas for altering boundaries.

**New Business:** None

**Pay Bills:** 13 bills presented to be paid.

Indigo Books & Music - \$363.57

Peggy Whitehead - \$625.00 (Honorarium)

Port Loring Home Building \$107.95 (community centre supplies)

Albert Lamb \$370.09 (Janitor)

H.J. Brooks \$299.45(gravel)

Parry Sound Fuels \$608.54 (oil for ACC)  
North Bay Mat Rental \$49.72  
Buchanan Hardware \$10.82 (cleaning supplies)  
The City of Thunder Bay \$757.76 (taxes)  
Carl Town \$55.00 (ACC roof leak)  
Bell Canada \$317.03

The following bills have already been paid

Hydro One \$1032.82

WSIB \$70.71

Tim thought we wouldn't have to pay property taxes when the LSB took the building over. I will check with Lisa Lund's office.

The total bills for April is \$4,668.46

Motioned to pay bills by Mike, 2<sup>nd</sup> by Steve, all in favour, motion passed.

### **Public Information for the Power of Garbage Collection and the Power of Street or Area Lighting.**

Darrell said we are not allowed to operate a garbage dump only for the collection. Darrell wants to do this as MNR said we are running out of space. Tim Gehrke asked if there is a risk if we have the power and MNR could just shirk their responsibility. Mike said we are just doing this as a backup plan.

Street and Area Lighting – solar lights for boat launches and dark areas. Christopher Ballard said no to lights. Darrell said some people would like a light when they are coming across a lake at night.

This will be our first discussion on the powers. MNDM said that the boundary alteration take place prior to adding a power.

### **Public Comment:**

1. Rod Hampel mentioned his concerns with the grass tender.

**Action Required:** This was mentioned under bylaws.

9:20 p.m. Motion to adjourn the meeting.

**Next meeting will be on Thursday, May 12<sup>th</sup>, 2016 at 7:00 p.m.**

Prepared By  
Peggy Whitehead  
*Peggy Whitehead*  
Secretary/Treasurer

Posted on April 27, 2016