



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
PO Box 148, Port Loring, Ontario P0H 1Y0
secretary@loringsb.com

Minutes of Board Meeting December 5, 2013

The minutes can also be viewed on our website: www.loringsb.com

Attending: Dan Brooks, Mike Legault, Mike Buchanan, Danny Davis, Peggy Whitehead
Absent: Luke Legault

Meeting brought to order by Dan at 7:30 p.m.

Dan said the minutes of November 21, 2013 meeting will be read on the January 16, 2014 meeting.

Conflicts: None Declared

Critical Path: The approved budget to be submitted to MNDM by December 10th, 2013
Action Required: Peggy will work on this

Bylaws, Motions And Notices of Bylaws:

Bylaw 2013-11 To approve the LSB funding agreement between the Local Services Board of Loring, Port Loring & District and the Ministry of Northern Development and Mines for the Board year October 1, 2013 to September 30, 2014. Motioned to pass bylaw by Mike Legault, 2nd by Danny Davis, all in favour, motion carried.

Bylaw 2013-12: A bylaw to authorize the Ontario Ministry of Finance to collect tax levies on behalf of the Local Services Board of Loring, Port Loring & District for the fiscal year October 1, 2013 to September 30, 2014 in the amount per property for Administration \$7.57, Recreation \$26.50, Library \$0.00, Emergency Telecommunications \$.67 and Fire Protection \$95.17 and the method of collection is flat fee by applicable property. Motioned to pass bylaw by Mike Buchanan, 2nd by Mike Legault, all were in favour, bylaw passed.

Bylaw 2013-13: A bylaw to approve the Fire Contract between the Local Services Board of Loring, Port Loring & District and the Argyle Volunteer Fire Department for the fiscal year October 1, 2013 to September 30, 2014 in the amount of \$171,300.00. Motioned to pass bylaw by Danny Davis, 2nd by Mike Legault, all were in favour, bylaw passed.

- Bylaw 2013-14:** A bylaw to approve the Insurance Contract between the Local Services Board of Loring, Port Loring & District and Despres-Pacey Insurance from October 1, 2013 to September 30, 2014 in the amount of \$8,708.04. Motioned to pass bylaw by Mike Legault, 2nd by Danny Davis, all were in favour, bylaw passed.
- Bylaw 2013-15:** A bylaw to approve the Honorarium to be paid to the Secretary-Treasurer of the Local Services Board of Loring, Port Loring & District for the period of October 1, 2013 to September 30, 2014 in the amount of \$5,000.00. Motioned to pass bylaw by Mike Buchanan, 2nd by Mike Legault, all were in favour, bylaw passed.
- Bylaw 2013-16:** A bylaw to approve the Local Services Board of Loring, Port Loring & District budget for the Board fiscal year of October 1, 2013 to September 30, 2014, as presented at the November 21st, 2013 public meeting. Motioned to pass bylaw by Danny Davis, 2nd by Mike Legault, all were in favour, bylaw passed.
- Bylaw 2013-17:** A Bylaw accepting the proposed tax levy of \$129.91 per assessable property in the Board area for the period of October 1, 2013 to September 30, 2014. Motioned to pass bylaw by Danny Davis, 2nd by Mike Buchanan, all were in favour, bylaw passed.

Two tenders were received late, motioned to accept the tenders by Mike Legault, 2nd by Mike Buchanan, all in favour, motion carried.

Booth Service Centre bid was \$85.00 per plow plus HST and \$85.00 per sanding plus HST. Hampel Contracting bid was \$78.99 per plow plus HST and \$72.99 per sanding plus HST.

The tender was awarded to Hampel Contracting.

- Bylaw 2013-18:** Enter into contract with Hampel Contracting for snowplowing at the activity centre for the winter months of 2013-2014. The rate paid shall be \$78.99 per plow and \$72.99 per sanding plus HST, motioned by Mike Legault, 2nd by Danny Davis, all in favour, bylaw passed.

Old Business Outstanding:

The following old business is outstanding from October 17, 2013.

- 1. Action Required:** Peggy is to check and see if we can get MPAC tax roll in electronic format. No update.
- 2. Action Required:** Locks are to be ordered and installed. Keys to the new locking system will be kept in the board's office. The camera, Kerry Booth will give this to Mike Buchanan. They are waiting on one component to complete the locks.
- 3. Action Required:** Decision to go ahead with lighting upgrade from Purdons Quote for a dusk to dawn light. No update.
- 4. Action Required:** The sign letters will be given to Danny Davis so he can put the notices on the sign. No update.
- 5. Action Required:** To switch an island signs on Duck Lake as they are incorrectly named. No Update.

Old Business Complete:

1. Metering needs to be completed for properties requesting new numbers. Peggy will submit the 'Sign Requisition Form' to the 911 committee to begin the metering process. Dan gave Peggy the number to notify the owners. Complete from October 17, 2013
2. Peggy is to contact our current security service and have the arming codes changed for the security system and all directors to receive the new arming codes. Complete from October 17, 2013.
3. Mike Buchanan requested and the board agreed that a volunteers list must be kept by the secretary for insurance coverage while on LSB property. Peggy will make a template for this for each department. Peggy has asked the board to send her a list by email and they will be added to the list. Complete from October 17, 2013
4. The snow plow tender is out and was opened and awarded at tonight's meeting. Complete from November 21, 2013.
5. The bylaws for the budget was passed at tonight's meeting. Complete from November 21, 2013.
6. A bylaw for the funding agreement was passed at tonight's meeting. Complete from November 21, 2013.

Correspondence:

1. An email from Summit Telecom Service regarding 2 new telecommunication towers planned for Hwy 522. Dan Brooks has provided them with a civic address for property owners 300 meters from the tower.
Action Required: None
2. A bulletin from Tony Clement regarding Putting Canadian Families First.
Action Required: None
3. A letter from the OPP for a renewal of 911 CERB Agreement based on a 5 year term.
Action Required: Peggy is to check with MNM
4. An email from the Information & Privacy Commissioner to input data for 2013.
Action Required: Peggy will complete this in the 2014.
5. Cards for the security system for each board member, but they were missing two and will be sent in the mail.
Action Required: Waiting for the other two cards.
6. An email from Anderson Consulting for a reminder for the survey for postal service.
Action Required: Dan Brooks filled the survey out and Peggy will mail it. None
7. An email from the Library with a report to the CEO for November 2013.
Action Required: None
8. An email from the Depres-Pacey regarding insurance. Dan said we should look at this in the future years.
Action Required: None
9. CERB report for November 2013.
Action Required: None
10. Direct Deposit Request from Canada Revenue Agency.
Action Required: Peggy will send the information to them.
11. Two request to send a refund for taxes billed incorrectly.
Action Required: Peggy will send a cheque to the owners.

New Business:

Danny Davis has a request from Excel Landscaping to demolish a building and wanted to know where the construction debris would go.

Action Required: Mike Legault said it would be the North Bay Landfill.

Mike Legault mentioned about the power of water.

Action Required: Dan Brooks will call MNDM about this.

9 bills presented to be paid.

Walburg Zacherl - \$178.30 (petty cash)
Indigo Books & Music - \$12.56 (Books)
Hydro One \$305.23 (hydro activity centre)
George Walters \$100.00 (Blog)
North Bay Security Communications \$84.75 (security)
OLS-N \$122.04 (Conference Accomodation)
Presse Commerce \$275.29 (magazines)
John Ducharme - \$124.79 (tax levy)
Edith Alphonse - \$124.79 (tax levy for Moreau's)

Action Required: Motion to pay bills by Mike Legault, 2nd by Mike Buchanan, all in favour, motion carried.

Public Comment: No comments pertaining to board business.

Next meeting will be on Thursday, January 16, 2014 at 7:30 p.m.

8:35 p.m. - Motion to adjourn the meeting by Mike Legault, 2nd by Danny Davis, all in favour, motion carried.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary-Treasurer

Posted on December 12, 2013