



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

Minutes of Board Meeting February 5, 2015

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

Attending: Mike Buchanan, Luke Legault, Warren Whitehead, Peggy Whitehead, Claude Daigle, Auditor, Tim Gehrke arrived at 7:45 p.m.
Absent: Dan Brooks

Luke motioned for Mike Buchanan to be the acting chair for tonight's meeting, 2nd by Warren, all in favour, motion carried.

Meeting brought to order by Mike at 6:40 p.m.

Claude Daigle of Kendall, Sinclair, Cowper & Daigle Accountants presented the draft audit report for the fiscal year 2013-2014. Claude mentioned that it would be a good idea to have a savings account for the infrastructure and the contingency. Tanya Buchanan asked if the auditor and Peggy could have the same figures on the audit report and the financial statement. Claude said that would not be a problem. The Board will discuss this at the next meeting. Warren motioned to accept the draft audit report, 2nd by Luke, all in favour, motion passed.

Conflicts: None declared

Minutes: Motion to accept the minutes of January 15, 2015 by Luke, 2nd by Warren, all in favour, motion carried.

Financial Report: Motion to accept the financial report of January 31, 2015 by Luke, 2nd by Warren, all in favour, motion carried.

Critical Path: Tender for Dock and to be opened at the next meeting.

Bylaws, Motions And Notices of Bylaws:

Bylaw 2015-01 A Bylaw to approve the draft copy of the audited financial statement for the fiscal year 2013-2014, motioned by Luke, 2nd by Warren, all in favour, bylaw passed.

Old Business Outstanding:

The following old business is outstanding from November 21, 2013.

1. Action Required: Dan Brooks contacted MNDM about municipal connect. Carole Mantha has no new updates from Ministry of Finance. Dan has asked everyone that Carole has suggested and has had no response. Carole will check and see if she can provide a list of LSB's and contacts for Dan to draft a letter to lobby the MOF regarding municipal connect. Dan has received information that MOF is looking into getting a solution in the next 2 to 3 months. A few LSB's have replied, but Dan has not pursued since. MPAC has contacted us regarding municipal connect and Dan has sent back a letter specifying our needs for municipal connect. An email from another LSB asking us for a follow up regarding municipal connect and I am to let him know that we have been contacted by MOF and they are looking at getting access for the LSB.

The following old business is outstanding from December 18, 2014

1. Action Required: Tim has motioned to add an events calendar side bar to the web page for \$540.00 for set up and \$35.00 fee for a start out on a quarterly for additions, 2nd by Dan, all in favour, motion passed. Tim said that anything new on the web you will be notified by email if you enter your address on the web at a one time cost of \$945.00. Motioned by Warren, 2nd by Dan, all in favour, motion passed. Tim is waiting for the Board's input. Tim and Peggy will meet next week with Karl to discuss.

2. Action Required: The new sign for the Lions den, Warren needs a site plan for this. Peggy will give Warren the survey and he will ask if we can get the sign that Trout Creek has, if we get the KM lowered. Warren is waiting for MTO and the sign people to get back to him regarding the flashing colours.

3. Action Required: Skiing trails will be in conjunction with ski-doo trails. They have been groomed 4 times. Tim will put this on the web. Mike will get a no snowmobiling signs for the area. Luke will look after this.

The following old business is outstanding from January 15, 2015

1. Action Required: Tim was asking about a conflict of interest policy. Tim will investigate this further. Sandra will do a draft for the next meeting on March 26, 2015.

2. Action Required: Mike has a quote for the lights at the rink. They are fluorescent and they will go down the centre of the rink for now. These ones will not require a screen. The quote is \$6,720.00 plus HST. Motioned by Tim to accept the quote, 2nd by Warren, all in favour, motion carried. Installation will be free. Mike will let them know to go ahead. This will be done next week.

3. Action Required: The lawyer has a couple of questions regarding the sale of the Lions. The closing date will be April 10, 2015, motioned by Luke, 2nd by Tim, all in favour, motion carried. Other questions were regarding supplies in the backroom and insurance. The Board has asked Tanya to speak to the lawyer about the insurance. Tanya is waiting for Lisa Lund to look over the insurance and will let Tanya know. If all okay she will let the Board know.

4. Action Required: The basket ball nets and volley ball nets should be put away. Mike will look after this tomorrow.

Old Business Complete

Complete from October 9, 2014

There was a question regarding WSIB and to find out the status. Tim and Tanya Buchanan will contact them and have the information for the next meeting. They said it would be

approximately \$2.24/\$100.00. Tim and Tanya are to go ahead and get us registered and do a draft on a SOP for WSIB. Tim said we are registered, but have not received anything in the mail. We have the registration number, but have not received anything yet. Tim will check with them. Peggy received the letter.

Complete from December 18, 2014

Email from Ministry of Tourism, Culture and Sport for an Ontario Sport and Recreation Communities fund closes on February 2, 2015. Sandra is working on this and has asked the board to look at doing a Policy and Procedure guideline. Tanya will look into this to find out the procedure. On January 15, 2015 Sandra presented the youth program to the Board. Motion to submit the grant application by Luke, 2nd by Tim, all in favour, motion carried. Sandra is to email it to me and I will send this to the insurance to get a quote from them or have them check and see if our current coverage will be enough. They said there would be no extra charge.

Email from the Information and Privacy Commissioner of Ontario to input data for 2014. Peggy will do this next year.

Complete from January 15, 2015

The PLT billing is complete and the total levy is \$256,079.11.

Emailed a copy of the critical path to the board

The Board discussed the rates for renting the Lions when the LSB takes it over. For a meeting the cost will be \$100.00, for a shower the cost will be \$150.00 and for a wedding the cost will be 180.00. The cost if the kitchen is used for a shower or wedding it will be \$50.00, motioned by Tim, 2nd by Dan, all in favour, motion carried. Regarding other rates the Board will have a special meeting to discuss the rates further. The meeting will be on January 20, 2015 6:30 p.m. at LSB office.

Correspondence

1. Email from the Ministry of Tourism, Culture & Sport about the 2015 Summer Experience Program Grant.

Action Required: The Board will not apply as it may be a conflict with the other grant that we applied, but I will forward this to the Library to see if they can apply.

2. Email from the Ministry of Tourism Culture and Sport letting us know that the Library Capacity fund will be deposited shortly. They sent the signed paper back and a report for the Library to do.

Action Required: None

3. Samples of job descriptions.

Action Required: The Board will discuss at the next meeting and Peggy will post a notice on the web site regarding volunteers for organizing the summer program.

4. George Walters sent an email with some samples of people enjoying his blog and asking questions about the area.

Action Required: None

5. Email from the District of Parry Sound Social Services Administration Board saying they are now posting their minutes on the web site and will no longer send them monthly. They will be posted on the 18th of the month under DSSAB Information.

Action Required: Tim will discuss this with Karl to get a link.

6. An email from the Tobacco Inspector concerning changes to the Smoke Free Ontario Act regarding smoking prohibitions on playgrounds and sporting areas.

Action Required: Gave to Mike.

7. Seniors Community Grant program accepted until March 27, 2015.

Action Required: Gave to Tim.

Financial: None

Marketing: None

Safety: None

Library: None

Recreation: Roof was leaking in the utility room.

Action Required: Mike had the roof shoveled.

Benches are in the players boxes.

Action Required: None

A fire closure for the office door.

Action Required: Larry Bain will contact Peggy to get this done.

Mike will talk to Tamara about the keys for the rink.

Action Required: None

Infrastructure: None

New Business: None

Pay Bills: 10 bills presented to be paid.

George Walters \$100.00 (blog)

Hydro One - \$1,842.57 (hydro)

Tamara Matthews \$1,000.00 (rink attendant 2nd advance)

Buchanan Hardware \$19.27 (gas cans & signs)

Buchanan Enterprise \$976.89 (install players boxes & installing signs)

Walburg Zacherl \$101.25 (DVD's)

Southern Ontario Library Service \$593.25 (Overdrive)

Dan Feasby \$78.95 (labeler)

Karl Walters \$1,421.00 (webhosting)

Peggy Whitehead \$2,000.00 (honorarium)

Motioned to pay bills by Tim, 2nd by Warren, all in favour, motion passed.

Public Comment: Jim Berriau had a question on my honorarium.

Action Required: The Board answered him.

8:40 p.m. Motion to adjourn the meeting by Tim, 2nd by Luke, all in favour, motion passed.

Next meeting will be on Thursday, March 26, 2015 at 6:30 p.m. at the LSB office.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on February 12, 2015