



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 21, 2013

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

Attending:

Kerry Booth, Mike Legault, George Walters, Dan Brooks
Peggy Whitehead, Secretary-Treasurer, 3 community members
Absent – Mike Buchanan

Meeting brought to order by Kerry Booth at 7:30 pm.

Conflicts:

None

Minutes:

The minutes of the January 17, 2013 meeting were read by Peggy. Motioned to accept as read by Dan, 2nd by George, all in favour, motion carried.

Correspondence:

Letter from Smith, McClean Barristers & Solicitors regarding a letter dated January 13, 2003 to Joseph Whitmell regarding the Local Services Board and R. M. Belanger Limited for a request by Northland Engineering (1987) Limited for their opinion on certain contract and general liability issues that remain outstanding. They are vetting their files and would like to know if they can destroy this file. Dan said this was about the water and we had nothing to do with this and to ask Al Dare whether they want to destroy the file.

Email from Marissa McCourt for an Aboriginal Business Day 2013 on March 19, 2013.

Email from Marissa McCourt for speaker Wendy Marlow regarding the Insider's Guide to marketing your small business on March 6, 2013.

CERB report for the month of January 2013

Email from the Library for January 24, 2013 minutes

Email from the Library with a report to the CEO dated January 21, 2013

Letter from MNR regarding French- Severn Forest Management Plan for an information centre on March 2nd & 4th, 2013

Email from Ministry of Consumer Services relating to the Ontario Underground Infrastructure Notification System Act 2012, Dan said to forward this email to Al Dare

Email from Ministry of Citizenship and Immigration for information on 2013 Summer Experience Program, the Board agreed that this does not apply

A reply from Darrell Rogerson where he wanted to know if there was a bylaw for Roberts Rules, Kerry asked Peggy to check in the bylaw book.

There was an email sent asking for property tax and if there had been any requests or registered plans on the property. Kerry said that we do not have that information and they will have to contact MPAC. Also on the email they said

that on the website under contacts the addresses all say .ca and they had to use .com for it to work. George will look into this.

Burgi sent an email asking why the Library account had a high service charge for January. I called them and they said it was a charge of \$9.95 per month as we didn't have a balance of over \$5,000.00.

Financial Report: Financial report of January 31st, 2013 was presented by Peggy. Dan asked about the \$85.00 income for the 911. I said it was a cheque for a 911 sign. Motioned to accept as read by Mike Legault, 2nd by George, all in favour, motion carried.

Critical Path: Tender for Dock

**Bylaws, Motions
And Notices of Bylaws:**

Bylaw 2012-14 for the Local Services Board of Loring, Port Loring & District to enter into contract with Danny Davis for Rink Attendant at the Activity Centre for the winter months of 2012/2013 starting January 3rd, 2013. The rate paid shall be \$15.00 per hour plus \$1,782.00 for insurance. Motioned to accept bylaw by Mike Legault, 2nd by Dan, all in favour, motion carried.

Bylaw 2012-16 for the Local Services Board of Loring, Port Loring & District to enter into contract with BOS Imaging for Data Entry for 911 Emergency Database to be completed by May 31, 2013. The rate to be paid will be on a sliding scale of \$10,773.00 based on 300-399 hours of work plus HST. Travel expenses if required for property verifications will be \$.45 per kilometer, plus \$10.00 per hour for travel, HST would be extra. Copy of tender attached. Motion to accept bylaw 2012-16 by Mike Legault, 2nd by George, all in favour, motion carried.

Bylaw 2013-01 for the Local Services Board of Loring, Port Loring & District 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, 2012 to September 30, 2013. Motion to accept bylaw 2013-01 by Dan, 2nd by George, all in favour, motion carried.

Department Reports:

Financial: Dan Brooks updated the Board on the progress he has made so far. He has completed phase 1 and 2 and has spent 175 hours to date. He mentioned that we did not reach our goal of 1830 taxable properties. It turned out to be 1775. We cannot levy multiple residential properties. We are waiting to find out if we can get Municipal Connect to identify new properties. Dan sent a letter to Joanne Liang of Ministry of Finance and we are waiting for a reply. The vacant properties on the OPTA listing are corrected. There are properties that had a sub-ordinate roll numbers which could be invoiced separately have now been grouped under one roll number and we are not allowed to bill separately anymore. Boundaries have been changed in Blair Township showing the Board covers all of Blair, yet our Fire Service Agreement shows we only cover Blair Township – South. Dan will check with MNDM about this. The Board can see

that the challenges have not been met and have created more questions which need to be resolved in the taxation process.

We received a report from the auditors and Peggy will call them to set up a meeting to explain the report.

Marketing: Everything is running good. The website is up to date and Karl has sent in his bill for the website and for the weather station. George has had many phone calls and emails with good feedback on the website. The weather station is running good. Karl fixed the graphs up so all computers will work, new or old. George said we had 97,067 hits per month on the web and unique visitors were 2,580 which spent over 15 minutes on the web. Thanks goes out to Dan Feasby for his part in promoting George's New Weather Station, which covers all of Port Loring and District. As it stands now all data will be uploaded to our Local Services Boards Web Site as an added feature. Thanks also goes out to Karl Walters for all his hard work in bringing this all together. There will also be a donation button added on the weather page for those that would like to help with the upkeep of the Weather Page, along with the maintenance of the station as time goes by. There have been numerous calls and emails already wanting to help. The new sign is in and waiting for spring to be installed.

Library: For the grant we have met all the requirements. Burgi asked if we could put a drop box at the office. Dan said it would not be a good idea as someone could drop a cigarette in and then you would lose the file.

Safety: Dan said we had 3 fires in 24 hours. He said the fire crew did a great job in putting out the fires. In one fire they saved the house and buildings, but they lost a barn. Dan had weekend training for Industrial Fire Team from Northern Ontario who said it was an outstanding training. The Ladies Auxiliary supplied lunch at a minimal cost and breakfast and dinner they went to the restaurant. A few of the trainees said they would like to come back to this area in the summer. This is good for the community. Fire Department had the ARGO out on the trails on the weekend.

Recreation: Danny Davis said the rink is going good and it has been busy so far. Jake Booth has reserved the rink for a fun hockey game every Wednesday night from 6:30 to 8:00 pm for kids and grownups. Michael Legault thanked the board on the Lion's behalf for the use of the rink for the Carnival. Danny Davis handed in a bill for 55 hours for rink attendant. Kerry said that Chris Clelland will put in an outside light for the office when it is safe to do this. Danny Davis said that a light seems to be broken on the rink. Kerry said some of the lights are coming unplugged. They have extra lights and will get this fixed.

Infrastructure and Government Relations: None

Old Business: None

New Business: Dan Brooks said we have to make a list of who to invoice for 911 signs. Dan, Mike Legault and Peggy will meet at the office to do this.

Peggy presented 15 bills to be paid.

Hydro One \$334.52 (Activity Centre Hydro)
Bell Canada \$101.31 (Phone)
Bell Canada \$62.15(Internet)

Karl Walters \$2,153.00 (Website & Weather station)
Peggy Whitehead \$56.58 (Petty Cash – office supplies)
Peggy Whitehead \$800.00 (Honorarium)
Minister of Finance \$392.70 (CERB 911)
Danny Davis \$825.00 (Wages for Rink)
Booth Service Centre \$672.40 (Plowing/Sanding Dec.-Jan. 30, 2013)
Buchanan Enterprise \$858.80 (Removing Docks)
Presse Commerce \$267.64 (magazines for Library)
Indigo Books & Music \$203.94 (Books for Library)
Southern Ontario Library Service \$593.25
Walburg Zacherl \$97.04 (Petty Cash-Videos)
Buchanan Hardware \$61.48 (Recreation Supplies)

Motioned to pay bills by George, 2nd by Dan, all in favour, motion carried.

Motion to transfer \$4,000.00 from the Infrastructure account to the Recreation account and to transfer \$300.00 to the 911 account from the Contingency account to be repaid by Mike Legault, 2nd by George, all in favour, motion carried.

Public Comment: None

Motion to adjourn the meeting by Mike Legault, 2nd by George, all in favour, motion carried.

Meeting adjourned at 8:55 p.m.

The next meeting will be on Thursday, March 21st, 2013 at 7:30 p.m.

Prepared By
Peggy Whitehead
Secretary-Treasurer

Posted March 4, 2013