



## LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT

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### Minutes of Board Meeting March 21, 2013

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

**Attending:**

Kerry Booth, Mike Legault, George Walters, Dan Brooks  
Peggy Whitehead, Secretary-Treasurer, 2 community members  
Absent – Mike Buchanan

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

**Conflicts:**

None

**Minutes:**

The minutes of the February 21st, 2013 meeting were read by Peggy. Kerry said under safety I had said a barn was destroyed, but it should have been a garage full of vehicles and equipment. Motioned to accept as read with amendments by Mike Legault, 2<sup>nd</sup> by George, all in favour, motion carried.

**Correspondence:**

An email from the library for a report to the CEO for February and March 2013  
An email from the library on their minutes of February 25, 2013  
An email from the District of Parry Sound Social Services Board for their minutes of January 10<sup>th</sup> and February 14<sup>th</sup>, 2013  
An email for the CERB report for the month of February 2013  
Email from the Ministry of Tourism, Culture and Sport informing us that the public library operation grant for 2012/2013 fiscal year is \$5,808.00  
Email from the Ministry of Finance that \$125.77 will be added to our payment for a pre-2009 arrears collected  
Letter from Scotiabank saying that the return of physical cheques for business account statements will be discontinued and replaced with cheque imaging  
Letter from Canada Revenue Agency reviewing GST/HST refund for October 1, 2009 to September 30, 2010, Peggy will send the financial report for the refund.  
Email from the Ministry of Tourism and Culture to let us know that the Public Library Act brochure is now available on the Ministry's website  
Email from Ontario One Call asking if the Local Services Board owns any underground infrastructure, Kerry wants Peggy to notify them that there is the hydro pole to the meter that is underground at the community centre which is private property. Kerry asked Peggy to forward the email to Al Dare about the water.  
Email from Darrell Rogerson regarding a letter from Smith and McClean that they wanted to destroy a file from 2003 and Dan said I should be able to find this on the computer and if it is there, then they could destroy the file. Peggy will check into this.

An email from Darrell Rogerson regarding Roberts Rules, the Board has decided that they are going with a Procedural Bylaw 2010-02 for this year and this will be added to the critical path where all new boards will have to decide on what they will be going by – Roberts Rules or a Procedural Bylaw 2010-02.

**Financial Report:** Financial report of February 28<sup>th</sup>, 2013 was presented by Peggy. Kerry asked why we had a minus \$299.13 under contingency reserve. Peggy said it was a transfer of \$300.00 to the 911 account. Motioned to accept as read by Dan, 2<sup>nd</sup> by Mike Legault, all in favour, motion carried.

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

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

The Board had a telephone conference with the Auditors and Dan explained what we needed to see in the Audit report where each account would be treated separately so we could match to each account instead of having one total. The auditor would like the following motion to be passed by the Board.

“Be it resolved that the Board of LSB Loring adopt the method of presentation of net asset balances as seen on Appendix (A or B). The board also approves all required net asset transfers amongst its programs to support the closing net asset balances as provided.” Motioned to accept by Dan, 2<sup>nd</sup> by George, all in favour, motion carried.

**Department Reports:**

**Financial:** Dan Brooks informed the board that we issued 58 invoices for 911 signs so far for a total of \$4,930.00 and we are waiting to see if we can get Municipal Connect to issue more. There was a property where Dan and Peggy did not know whether the property was to be billed; Municipal Connect would be very helpful in this matter. There was an email regarding a sign and Dan said that they had changed the name of the road. He said there were 10 old invoices that hadn't been paid and Dan will have to do a drive around to verify this. When Dan and Peggy attended the OPTA training Ministry of Finance said we could not bill for multi residential or 911 signs. We recently received an email from Darrell Rogerson where he has been working with OPTA on multi-residential billing. It now seems that they can bill for multi-residential. We contacted Ministry of Finance and they have un-submitted the data in OPTA and Dan has sent down a list of roll numbers to be billed and when they change the programming I will resubmit. Dan updated the Board on the progress he has made so far on the 911 tender. Total hours spent is 192 hours. Once the side-roads are clear of snow there is some outstanding number verification to be completed. There was 1328 phone numbers verified and address updates made. There was corrections made to Bell for address changes and hopefully they will be reflected in the next phone book. Regarding the boundaries for Blair Township, Carole Mantha at Ministry of Northern Development and Mines is still working on this.

**Marketing:** Regarding an email where they had a problem sending an email .ca and only .com would work. Karl Walters checked on this and he said that both .ca and .com have always worked. Weather station is working well. They had to change the wording on the weather station from donations to buy now with a note to say that anyone that wants to contribute to the weather station. Dan mentioned that it would be good to have a scroll down with the people that contributed to the weather station. George is working on the bylaws for the website.

**Safety:** Dan said we had the most successful training module. He has talked to a couple of guys, some from a university and said that we offer the best training. Georgia Pacific donated 4 lifts of off spec chip board for the Argyle fire department to use in their burn unit. There was a request for a new 911 sign on Labreshe Drive.

**Library:** The next meeting will be on March 26<sup>th</sup>, 2013. The library is doing a great job. George thanked Marla Booth and Peggy for the good job in getting the application for the grant in time. Kerry mentioned that it was a good idea to have a couple of people involved with the grant to make sure there is no problem. The library agreement with the Local Services Board is not ready yet.

**Recreation:** An email from the Farmers Market regarding their contract had a verbal request asking if they can put a 2x2 sign up at the start of the entrance of the rink. Mike Legault said the Lions will allow them to put a banner on the fence by the ball diamond. Kerry said the rink will probably be closed by next week. Danny Davis will have to turn his keys in before we can issue a cheque. Kerry will notify the Board how much we owe him and will write him a cheque before the next meeting.

**Infrastructure and Government Relations:** Peggy sent another letter to the planning board requesting to be notified when there is notice of application and when there is a notice of decision as I hadn't heard anything from them. Dan said when I get an answer to check to see if I have to request this yearly.

**Old Business:** None

**New Business:** Peggy presented 6 bills to be paid.

Hydro One \$299.56 (Activity Centre Hydro)  
Bell Canada \$102.16 (Phone)  
Bell Canada \$63.85(Internet)  
North Bay Security Communications \$84.75 (April to June)  
The City of Thunder Bay \$42.00 (Taxes)  
Buchanan Hardware \$11.50 (Recreation Supplies)

Motioned to pay bills by Mike Legault, 2<sup>nd</sup> by George, all in favour, motion carried.

**Public Comment:** None

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

Meeting adjourned at 8:40 p.m.

The next meeting will be on Thursday, April 18th, 2013 at 7:30 p.m.

Prepared By  
*Peggy Whitehead*  
Secretary-Treasurer

Posted March 28, 2013