



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
PO Box 148, Port Loring, Ontario P0H 1Y0  
[secretary@loringslb.com](mailto:secretary@loringslb.com) (705)757-3947

**Minutes of Board Meeting April 20, 2017**

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

**Attending:** Sandra Gendron, Mike Buchanan, Stephen Brushey, Steve Davis, Hilary Chambers and Peggy Whitehead

**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**), Ministry of Tourism, Culture and Sport (**MTCS**), Request for Proposal (**RFP**), Local Roads Board (**LRB**)

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

**Conflicts:** None declared

**Minutes** Motion to accept the minutes of March 23, 2017 by Stephen, 2<sup>nd</sup> by Hilary, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for March 31, 2017. The opening balance was adjusted because the HST rebate allows us to receive 11.24% of the 13%, therefore the balance goes under expenses. This year I will be entering the 11.24% so our Financial statement for HST will be on line with the auditor. Tanya mentioned that everything that we can do will be less work for the auditors. Motion to accept by Stephen, 2<sup>nd</sup> by Hilary, all in favour, motion carried.

**Critical Path:** Tender for Grass Cutting and Dock will be closed April 21, 2017.

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

**Bylaw 2017-07** Approve the audited financial statements for the fiscal year 2015-2016, the Interim Summary/Budget Report and the Second Request for payment of the LSB Operating Grant from MNM in the amount of \$9,530.47 for the fiscal

year 2016-2017. Motion to approve by Stephen, 2<sup>nd</sup> by Hilary, all in favour, bylaw passed.

### **Unfinished Business:**

#### **The following unfinished business is outstanding from August 18, 2016**

**1. Action Required:** 6 phone calls on taxes. I answered them and 5 have to be verified. This will be tabled till the 911 SOP is complete. As of February 16<sup>th</sup>, I have had two calls asking for an update. These calls concern requests for refunds on taxes paid and/or requests to have tax levies removed. It is important to clarify that tax rebates or refund requests will not normally be entertained by the LSB. The current situation – where there are two levels of taxation (full and partial rate) – continues to generate discussion at the Committee level. This issue is under review and will be discussed with the MNDM representative. As of April 20<sup>th</sup>, I also received an email asking for an update and this will be after the 911 committee reviews, hopefully this month.

#### **The following unfinished business is outstanding from September 15, 2016**

**1. Action Required:** A letter from the District forester with a reply to the Boards letter regarding spraying chemicals. Tomorrow Westwind and the MNR will be at Pine Grove and Hilary will attend. Update from October 20<sup>th</sup> after the Pine Grove meeting, the MNR suggested the LSB request an environmental assessment. Hilary is working on this and will provide an update at the next meeting. Hilary advised that there are two forestry companies operating in this region – Westwind and Nipissing Forestry. Both companies are in the process of reviewing their forestry plans for 2016/2017. Once the information is finalized/made available, Hilary will post it on the LSB website. It is likely that the forestry plan development process will be ongoing into the summer months. In the interim, Hilary has posted the Nipissing forestry map and schedule for their public meetings under the News Section of the LSB website. If residents wish to pursue this issue further, it may be best to form an environmental citizen's group. Further information will be posted on the LSB site as it becomes available. **This item is tabled until August 2017.**

#### **The following unfinished business is outstanding from November 17, 2016**

**1. Action Required:** Kerry Booth said there was someone that tried to phone 911 from a phone booth and it would not work. I called Bell and they said they were to send a technician out and let me know what they found out. I called January 19<sup>th</sup> and she said I have to get the number off the phone booth. Mike is going there and he will let me know. As of February 16<sup>th</sup>, Snow removal at this location has prevented access to this phone booth and it is expected that this will be the case until end April. **This item will be tabled until May 2017.**

#### **The following unfinished business is outstanding from December 15, 2016**

**1. Action Required:** 2 requests to check 911 numbers. I gave this to Steve and he will advise. He has answered one and the other will have to be tabled until spring

#### **The following unfinished business is outstanding from March 23, 2017**

**1. Action Required:** 2 questions regarding incorrect 911 signs. I referred to Steve. Steve has answered 1, waiting for the other.

## Correspondence

1. \$369,693.60 deposited March 31, 2017 from MOF.

**Action Required:** None

2. Email from MTCS – Ministry of Health & Long Term Care to promote awareness of the change to income thresholds for prescriptions.

**Action Required:** This has been posted on our website, no further action required.

3. The CERB report for February and March 2017.

**Action Required:** None

4. OEA News on WSIB issues.

**Action Required:** None

5. Library minutes for April 19, 2017.

**Action Required:** None

6. The Planning Board asked if we had a contact for Brown Township as they saw this in our minutes.

**Action Required:** I said we do not, no further action required.

7. Property owner asked if we had any plans to repair or improve the boat launch on Seagull Lake.

**Action Required:** Sandra will check the boat launch area to see what condition it is in.

8. Property owner asked if we had any building permits.

**Action Required:** I said no, but they would need permits for septic and wells, no further action required.

9. Bell 911 services sent a reminder of the information they require for the 911 database.

**Action Required:** None

10. Property owner asked how to be reassessed on their property.

**Action Required:** I said they have to get a Section 8 from MOF, no further action required.

11. Amended property assessment notice for the LSB properties.

**Action Required:** Sandra will contact MPAC to clarify the assessment type assigned to the rink. The assessment lists the property as an Amusement Park instead of a Recreation area.

12. Minister of Seniors Affairs email encourages municipalities in recognizing seniors in our community and to proclaim June as Seniors Month.

**Action Required:** None

13. Office of the Fire Marshal informing us that profile packages will be sent the week of May 1st.

**Action Required:** None

14. Property owner said that Mike did an excellent job on the boat launch.

**Action Required:** None

## Committee Reports

Tax Review

The committee has stood down based on information we received from MNDM and will be made available at the next Public Meeting.

Library

Sandra advised that the children's summer program may require a different location because the school may be scheduled for painting. If

it is painted, this could also affect the timing for the summer book fair. Based on the information provided at the Library meeting, the school maintenance should not impact the summer library hours. The Library Board Chair will contact the school principal to obtain more information.

- Activity Centre      There were a few incidents involving the washroom doors being propped open during the cold weather. To prevent vandalism and unnecessary heating costs, the washrooms will remain locked until the heating season is finished. The rink mats will be put away for the season. Albert and Valerie Lamb have cleaned up the snow fencing. The building between the rink and the ACC will be removed. The wood sign acknowledging all who contributed to the costs of the rink construction was damaged beyond repair. A plaque will be made, listing all of the contributors, and will be installed by the rink.
- Argyle Community Center      We received the quotes for the cabinets and appliances and the Board decided to go with Trans Canada with the lowest bid and a bylaw will be at the next meeting.
- Culture      Hilary said Linda Albright is looking after another Heritage Day, but at this time there is no update. Regarding deer yards, there has been a lot of discussion and articles published in various publications. Mike said he will move the wood chips from Pine Grove to the deer yards. Explorers Edge and LRBA will be making a sign and will recognize the LSB. Hilary advised that we need a 911 sign for the deer yard trails; if she receives an invoice she can coordinate payment for the sign.
- Fire/911      Steve said that files that were stored at the fire hall are now stored at the LSB office.
- Website      Hilary is working on the bylaws where some links are not working, this will be ongoing. LSB members had several suggestions for the website layout, types of information and links. It was agreed that members should forward their suggestions/input direct to Hilary and she can determine what can be incorporated based on the system requirements and will provide updates at future meetings.
- Bylaws      There was discussion on the need to rescind previous by-laws and how best to display that information on the website. It was the consensus of the LSB that this work should continue and future by-laws must contain a sentence to clearly identify the existing by-law that is being replaced (if applicable). Hilary will advise the Board on how best to display this information on the website.

Administration Tanya Buchanan advised that she is trying to obtain access to property databases that will allow the Board to identify the current property owners in Brown Township. Once we have addresses, we can contact the owners to set up a meeting to assess their interest to amalgamate with our district.

Grant Hilary said Tourism Excellence North is a free program for tourist business. There will be meeting at the Restoule Legion on June 1, 2017 for all to attend.

Long Term Planning Stephen provided an update on the land purchase. The survey is complete and barring any unexpected administrative delays, the closing date remains as 31 May 2017.

**New Business:** None

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

Argyle Fire Department \$157,600.00  
North Bay Mat Rental \$49.72  
Albert Lamb \$525.00 (Janitor)  
CST Canada \$1,232.09 (oil)  
Dianne Feasby \$270.40 (dvd's & binder)  
Indigo Books & Music Inc. \$10.91  
Port Loring Home Building \$33.89 (light)  
Peggy Whitehead \$625.00 (April honorarium)  
Bell Canada \$330.45  
Minister of Finance \$300.00 (sign permits)  
M & T Buchanan Enterprises \$6,215.00 (boat launch installation, there was extra bill of \$500.00 for additional services/permits and the Board said to take this out of infrastructure)  
Hampel Contracting \$5,962.32 (snow removal)  
The following bill has already been paid  
Hydro One \$969.72  
Motioned to pay bills by Stephen, 2<sup>nd</sup> by Steve, all in favour with the exception of the rink bill pending additional information, motion passed.

**Public Comment:**

None

Meeting adjourned at 9:30 p.m.

**Next meeting will be on Thursday, May 18<sup>th</sup>, 2017 at 7:00 p.m.**

Prepared By  
*Peggy Whitehead*  
Peggy Whitehead  
Secretary/Treasurer

Posted on April 27, 2017