



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting June 16, 2016

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

Attending: Darrell Rogerson, Mike Buchanan, Steve Davis, Julia Moore, 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**)

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

Conflicts: None declared

Minutes The minutes of May 12th, 2016, Darrell said that Julia and Hilary left near the end of the regular meeting and did not participate on the boundary alteration discussion. Motion to accept the minutes of May 12th and May 26th, 2016 by Mike, 2nd by Hilary, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for May 31, 2016. I said that the total current operating reserve had gone down a little bit as the HST refund is not 100% of the Provincial; it is 78%. Motion to accept by Julia, 2nd by Steve, all in favour, motion passed.

Critical Path: None

Bylaws, Motions and Notices of Bylaws:

Bylaw 2016-28 A bylaw to approve the audited financial statements for the fiscal year 2014-2015, 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 2015-2016. Motioned by Hilary, 2nd by Steve, all in favour, bylaw passed.

Bylaw 2016-29 A bylaw to accept the Farmer's Market Agreement dated May 2, 2016 for Wednesday from 7 a.m. to 3 p.m. from June 29th to August 31st, 2016. Steve asked Darrell to read the agreement and asked if we had received the insurance. Peggy will ask Linda Berger for a copy. Motioned by Mike, 2nd by Hilary, all in favour, bylaw passed.

Old Business Outstanding:

The following old business is outstanding from November 19, 2015

1. Action Required: Email from a property owner with wrong 911 numbers. Steve will check. – **tabled till spring.**

2. Action Required: End of the month Darrell will meet with the government regarding a centre for seniors. This has been postponed due to the budget preparation. Darrell is currently working with a volunteer to put together the application. Darrell has written 2 letters, but no reply. He will send one more.

The following old business is outstanding from January 21, 2016

1. Action Required: The Board will get together to look at this. Darrell is strongly opposed to writing off any accounts payable for 911 signs. These are legitimate fees that are due for a service rendered. All steps must be taken to collect. It is unfair to give some constituents free civic addresses as it amounts to a subsidy from the other tax payers. Darrell has talked to MNM where we stand with this and they have not answered him yet. Darrell mentioned that they are waiting for a procedure for the 911 numbers for the water and the committee is still working on this. I mentioned about the old bills and Darrell has talked to Joanne Laing at Ministry of Finance about this and we may be able to put the old bills on there. As of March 31st the Board will get together to discuss this. As of April 21st section 26 in the act Darrell said that all fees will be collected. He has asked MNM for clarification and he should have this for the next meeting. As of May 12th, Carole said there is nothing in the guide, that it is an operational procedure. As of June 16th the Board said to write off the ones that have a change of owners and to send another request for payment to the rest.

The following old business is outstanding from February 25, 2016

1. Action Required: The roof repairs at the AC. Mike has been in contact with them and should hear something next week. Tanya Buchanan said the roof will be repaired by Moore's and will be arranged by our insurance. They are waiting for a date to come in.

The following old business is outstanding from March 31, 2016

1. Action Required: I read a letter from the Farmers Market regarding their insurance. Julia will ask the insurance if they will come in and explain what we are covered for to the Board. Julia has not heard when someone will be in, but she got a few answers. For all events that the Board has authorized are covered. If the Board was found negligent or a third party setting up booths they would need proof of insurance. Renting to non-business groups or letting them use the building for free, any third party would have to show proof of insurance. Renting to a business, they should show proof of insurance. Regarding the AHC with other people's items and pictures, the items would be covered under their own insurance. Tanya has heard that the Legion on their insurance they are covered for all renters.

2. Action Required: Kerry Booth said the kitchen needs to be upgraded before we get shut down. The Board is looking at a grant for this upgrade – **no update.**

The following old business is outstanding from April 21, 2016

1. Action Required: Mike asked Joe Whitmell for a letter outlining what the Argyle Nurses Station use their fundraising dollars for to be given to the committee for consideration. Mike said he has not received anything and for me to write a letter to Joe to provide information to be brought to the committee for discussion. Mike said just to leave this as old business until we receive a letter.

2. Action Required: Tim thought we wouldn't have to pay property taxes when the LSB took the building over. I will check with Lisa Lund's office. I hadn't phoned her yet, but the bills that we received were an interim bill, which is half of what we paid last year. The final bill it yet to come. Carole checked and Section 26:2 of the ACT says that LSB are land tax exempt.

The following old business is outstanding from May 26, 2016

1. Action Required: Julia sent an email commenting on Mike's response to the Lions and she said the recreation committee did not negotiate with any of the Lions and the glass case belongs to the Lions. Another email received May 26th with two letters received from the Lions from February 12 and May 26th. Mike is in negotiation with the Lion's and will advise.

Old Business Complete

Complete from April 23, 2015

There will be a cleanup when we take over the building. Mike will advise when. Mike will post flyers and it will be on June 6, 2015. As of June 18, 2015 the cleanup will be after the construction is done. As of September 17th Mike Buchanan said this will be done with the new Board. Mike will advise the board the date for a yard cleanup.

Mike said that Larry Bain has completed the vents on the roof at no charge. I am to send a thank you letter.

Correspondence

1. A lawyer requesting a tax certificate.

Action Required: I referred them to MOF.

2. CERB report for May 2016

Action Required: None

3. Property owner asked about garbage dumps and setting up a P.O. Box.

Action Required: I answered them.

4. A property owner asked if the fire department covers Smith Bay Road and Dollars Lake.

Action Required: I checked with Kerry to confirm that we do and advised.

5. A property owner asked about cell phone coverage.

Action Required: Darrell answered him.

6. A reminder that the final report for the capacity grant for the Library.

Action Required: The library completed and I sent it in.

7. An email asking if we have any signage bylaws.

Action Required: I said to contact MTO, but when I tried to email him back his address was no good.

8. Received brochures "A parent's guide to child care in Ontario" from the Ministry of Education.

Action Required: I will give these to the Library.

9. Notice for Mills & Hardy LRB annual meeting.

Action Required: None

10. LSB is on Google Map

Action Required: Gave to Hilary.

11. A lawyer asking about a building permit for their client.

Action Required: Darrell replied.

12. May Library minutes.

Action Required: None

13. An email from a lawyer asking about the roads.

Action Required: I said to call MTO.

14. Email asking about Yoga.

Action Required: I gave her the instructors email.

15. Letter from the Food Bank saying that they will no longer be renting the small room in the ACC as of July 1, 2016.

Action Required: None

Committee Reports

Tax Review

None

Library

Looking for volunteers

Activity Centre

T-Ball is running great on Tuesday, about 18 children. Scott and Tara Hampel donated T-shirts for the T-Ball. I will send a thank you letter. Adult Baseball is on Wednesdays. Soccer starts in July. Monday is the church group for ball hockey.

Argyle Community Centre

Band and spaghetti supper funding will be on Thursday August 11th starting at 5:00 p.m. We have to raise \$2,000.00 towards the children's summer program. Tickets will be \$25.00 per person and the bar will be opened. They are hoping for 125 tickets sold. They have finished the emergency exit doors with gravel. The events at the ACC are TaiChi, Yoga, Quilters Club and a Flower Show on June 29th.

Hiking Trails

MNR was supposed to come in and GPS the borders so we could get the brushing done. However, the person is retiring and won't be able to come in. Hilary has someone else that may be able to do this. Funding is with Explorer Edge and we are partnering with them. Darrell said that MNDM is saying that maybe trails are not part of recreation.

Culture

AHC will be on July 1st and 2nd. There will be an open house at the Legion, Lloyd Brown's and Hartley and Sheri Moore. This will be free admission.

Fire

Kerry Booth is retiring and waiting to see who the new chief will be.

Website

Hilary said the new website has been built and to check it out at loringslb.com. Darrell asked how many visits to the site. Hilary will check for the next meeting.

Bylaws	Darrell will review.
Administration	Julia was asking for the tender for insurance and auditors. Darrell will let her know.
Grants	Hiking trails, this will cost us about \$10,000.00 with LRBA going 50/50. Our cost would go towards brushing and they would handle marketing and the signage along the trails. Hilary has attended a webinar for Culture Days – 10 Program which gives training tools for quality of excellence. The seniors grant is conditionally approved, but she received an email today and said they are backlogged.

New Business:

Mike mentioned that we should have a flag and John Wassink will check on this and let us know the cost.

Darrell said he is still waiting for the contractors to give us a quote for the wind and snow curtains. Mike said if this is too expensive they can only do part, the parking lot side and the back of the rink would be the main ones.

Steve said they are getting the ball diamond fencing repaired, but waiting for a quote for labour. Mike said this is not in their budget, they are looking for volunteers.

Pay Bills:

21 bills presented to be paid.

Jett Landry Music Ltd. \$4,306.43 (sound system)
 North Bay Mat Rental \$49.72
 Port Loring Home Building \$4.96 (community centre supplies)
 Albert Lamb \$468.78 (Janitor)
 Dianne Feasby \$556.70 (ink & DVD's)
 On Conference \$44.66
 Hampel Contracting \$788.18 (May grass cutting)
 North Bay Security \$84.75
 Peggy Whitehead \$625.00 (June Honorarium)
 Kendall Sinclair \$5,537.00 (Audit)
 Near North Laboratories \$29.50
 Dale Brooks & Sunns \$1,921.00
 Hilary Chambers \$3,475.00 (website)
 The following bills have already been paid
 Hydro One \$310.42
 North Bay Mat Rental \$24.86
 Tara Hampel \$45.97 (Tball supplies)
 Darrell Rogerson \$11.15 (office supplies)
 Peggy Whitehead \$853.08 (May Honorarium & Petty Cash)
 Wayne Keetch \$175.00 (travelling)

Bell Canada \$317.03

M & T Buchanan \$197.75 (labour for sign)

The total bills \$19,826.94

Motioned to pay bills by Julia, 2nd by Mike, all in favour, motion passed.

Public Comment:

1. John Wassink asked if the Board could help in getting a new nurse practitioner.

Action Required: Darrell will write a letter and Hilary will get the LRBA to do one also.

2. A property owner asked in the budget what are our plans for the infrastructure budget of \$42,975.00.

Action Required: Darrell said that infrastructure is a reserve if the Board needs to purchase something that is not in the budget and Sandra said for grants when the Board has to pay up front. The contingency is a reserve for emergencies.

3. John Wassink asked if the Board could receive an honorarium for travelling.

Action Required: Darrell said the Act prohibits this, but if they have to travel out of town for meetings, then they are reimbursed for this.

4. A property owner said the ambulance is being pressured, they are doing North Bay calls and they are not in their jurisdiction.

Action Required: Darrell said for him to write a letter to the West Parry Sound Health Unit.

5. Darrell asked why the auditors will not capitalize on the value of our assets.

Action Required: Susan Mantha said they should or you could get a written proposal from real estate. Darrell will check further.

6. There was a discussion for altering boundaries and there will be a vote on June 23, 2016 from 6:30 - 8 p.m. (voting time). The Board outlined some of past two discussions saying that only \$57.00 had been spent to organize this and was budgeted \$200.00. Hypothetical the proposed revenue will be \$3,000.00 total of 40 properties. Fire service in Brown Township the fire department is already servicing, they should be in our boundaries. A couple of new comments were added; Pam Dekoter said that in the act the voting is supposed to take place when seasonal people are here. Darrell explained that the Board, if this one is approved, then they will have 9 more meetings, and it is difficult to have them all in the summer. She also said Brown Township makes sense, but the other 2 it does not. Mr. Dekoter asked about environmental issues, Mike said a Hydro Line is running through at one end. Brown Township is mainly parkland and the cost to get it tested would be a lot. Mike said we will not own, NSBA says we do not own anything.

Darrell reminded us that about the Power of Light that he has not forgot, since Carole Mantha said we have to do the boundaries first.

Action Required: None

8.55 p.m. Motion to adjourn the meeting by Hilary, 2nd Mike, all in favour, motion carried.

Next meeting will be on Thursday, July 21st, 2016 at 7:00 p.m.

Prepared By

Peggy Whitehead

Peggy Whitehead

Secretary/Treasurer

Posted on June 21, 2016