



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT

PO Box 148, Port Loring, Ontario P0H 1Y0

secretary@loringslb.com

Minutes of Board Meeting June 20, 2013

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

Attending: Kerry Booth, Mike Legault, George Walters, Dan Brooks, Mike Buchanan, Peggy Whitehead, 2 community members

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

Conflicts: Mike Buchanan will leave the room when the dock and sign installation tenders are read

Minutes: The minutes of the May 16th, 2013 meeting was read by Peggy. Motioned to accept as read by Dan, 2nd by Mike Legault, all in favour, motion carried.

Correspondence: Email from the District of Parry Sound Social Services Administration Board for the minutes of April 11th and May 16th, 2013
Email from the Ministry of Tourism, Culture & Sport regarding a call for submission for the Public Library Service Awards 2013
Email from the Library with the minutes of May 27th and June 18th, 2013
Letter from Mills & Hardy Local Roads Board with their notice for the annual meeting
Email from Carole Mantha of MNDM for Northern Ontario Heritage Fund Corporation has introduced a new initiative under its Infrastructure and Community Development. Dan said this is for an economic development and Kerry said that we don't have anything this year
A publication of the Ontario Heritage Trust
A notice from the MNR regarding French Severn 2009-2019 Forest Management Plan
CERB report for the month of May 2013
Email from One Call to Dig Consultation Update from Ontario Ministry of Consumer Services. Kerry said to forward this to Al Dare and Polly Rupert.
Letter from Hydro One about changes to the LSB account
An email from Carole Mantha asking about the Farmer`s Market for the Economic Development Officer in Burks Falls who is putting together a Farmers Market directory for the area. The Farmer`s Market will be at the Activity Centre in Arnstein on Wednesday from 10:00 a.m. to 1:00 p.m. starting June 26th, 2013 to August 28th, 2013.
Email asking for an activity sheet for the upcoming Summerfest. Polly Rupert will send me an email and I will forward this to him and also put it on our website.

Email from Carole Mantha with a reply about tax levy for a 911 sign and fire protection. Her reply was ``the levy would only be applied for the services that you are providing. If the LSB is providing a 911 sign, you would charge the inhabitant for the service. If you are not providing fire services to that same inhabitant, you would not charge a levy for fire services''. Dan says we still need municipal connect to know where the Lot and Concession are.

Ministry of Northern Development and Mines will be issuing a cheque to the LSB for the 2nd advance operating cost of \$9,530.47.

Canada Revenue Agency sent a notice of assessment saying that we will not get any HST refund. I called them and they said I would have to send them a letter as I was not on their list to give information. I did this and I will check with them in a couple of weeks.

Email from a property owner where I billed for a sign and they said they received 2 signs for the same property. Kerry will check into this.

Email from another owner saying that they had already paid 2 years ago for their sign. I checked the records and I could not find where they had paid. Dan said I am to ask them when the cheque was cleared and then I will check around that date.

Financial Report: Financial report of May 31st, 2013 was presented by Peggy. George asked when the Fire Department would reimburse the LSB for the sign. George agreed that the bill would be \$1,500.00. Peggy will send a bill to the Fire Department for this and it would go back to the General account. Motioned to accept as read by Mike Legault, 2nd by Mike Buchanan, all in favour, motion carried.

Critical Path: None

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

Bylaw 2013-03: To Approve the Library Agreement between the Local Services Board of Loring, Port Loring & District and the Near North School Board.
Motion to approve Bylaw 2013-03 by Mike Legault, 2nd by George, all in favour, motion carried.

Trillium was awarded the tender to order signs.

Bylaw 2013-08: Enter into a contract with Trillium Municipal Supply to supply signage and posts.
Motion to approve Bylaw 2013-08 by Mike Legault, 2nd by Dan, all in favour, motion carried.

We opened the tender for the renovation of the LSB office. Jesse Booth Construction bid was \$8,490.26.

Jesse Booth Construction was awarded the tender to renovate the LSB office.

Bylaw 2013-06: The members of the Local Services Board of Loring, Port Loring and District enter into contract with Jesse Booth Construction to renovate the interior of the LSB office at the Activity Centre to be completed by September 30th, 2013. The rate paid shall be \$8,490.26.

Motion to approve Bylaw 2013-06 by Dan, 2nd by Mike Buchanan, all in favour, motion carried.

Mike Buchanan left the room when the following 2 tenders were read.

The tenders for 911 sign installation were opened.

Buchanan Enterprise bid was \$4,276.49 including tax (\$43.50 per sign plus tax)
Brian Hutchison bid was \$14,746.50 including tax (\$150.00 per sign plus tax)

The tender was awarded to Buchanan Enterprise.

Bylaw 2013-05: To enter into a contract with Buchanan Enterprises for 911 sign installation and to be completed no later than September 10th, 2013. The rate paid shall be \$43.50 plus tax per sign.

Motion to approve Bylaw 2013-05 by George, 2nd by Mike Legault, all in favour, motion carried.

The tender for operating the LSB dock on Wilson Lake was opened. Buchanan Enterprise bid was no charge.

The tender was awarded to Buchanan Enterprise.

Bylaw 2013-07: To enter into a contract with Buchanan Enterprise to operate the LSB Dock on Wilson Lake in Port Loring. The rate paid shall be no charge.

Motion to approve Bylaw 2013-07 by George, 2nd by Mike Legault, all in favour, motion carried.

Department Reports:

Financial: Dan asked Peggy how many outstanding 911 invoices there were. I said there was around 20 and that I had sent a second request for payment. Dan said that I should send another notice to Carole Mantha and the Ministry of Finance regarding Municipal Connect. Dan made a suggestion that he will do a drive around audit for signs in all the LSB area at \$.45 per kilometer. Motioned to have Dan do the audit for signs by Mike Legault, 2nd by Mike Buchanan, all in favour, motion carried. A letter regarding an invoice for a 911 sign, after investigating this Dan and Kerry decided that they do not have to pay. Another property owner said that the phone book did not match his address. Dan said the changes have been sent to Bell and if it is not there they will have to contact Bell. If anyone checks the phone book and it does not have the same 911 number you have to contact Bell and the Local Services Board.

Marketing: Everything is running good. Karl Walters has sent in a bill for updating the weather station. George is working on getting the web site to look more professional. The hits on the web have been okay. Kerry mentioned that the new sign the letter holders are popping off. George will check with Price Signs and get something to fix it.

Safety: Dan said they have finished training for the summer. Three fire departments in for training and they had nothing but great comments. Kerry got a new boat motor. The fire department is looking into becoming an educational institute through OFM. This will create jobs and will benefit the community as people will be coming in to the area and will need motels and places to eat.

Library: The library is running good.

Recreation: Mike Buchanan said the volleyball nets are up and they just have to drag the sand. Mike will look at getting picnic tables and garbage cans for the activity centre. Kerry said they are pretty much ready for the Farmer`s Market at the Activity Centre. Kerry said the playground is getting well used.

Infrastructure and Government Relations: Kerry has not heard back from the Municipality of French River regarding Blair Township.

Old Business: None

New Business: Peggy presented 12 bills to be paid.

Bell Canada \$102.94 (Phone)
Bell Canada \$63.85 (Internet)
Peggy Whitehead \$500.00 (Honorarium)
Hydro One \$277.38 (Hydro Activity Centre)
Walburg Zacherl \$376.91 (Petty Cash)
Indigo Books & Music Inc. \$175.31 (books)
Albert Lamb \$270.00 (grass cutting)
Ministry of Finance \$300.00 (sign permits)
North Bay Security Communications \$84.75 (Security)
Kendall, Sinclair, Finch, Pigden, Cowper & Daigle \$4,661.25 (Audit)
George Walters \$39.48 (office supplies)
Karl Walters \$270.00 (update weather page)

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

Public Comment: Jim Berriau asked when his name was going to be corrected in the phone book. The changes have been sent to Bell and Dan said if it hasn't been corrected to let him know and he will get it changed.

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

Meeting adjourned at 9:10 p.m.

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

Prepared By
Peggy Whitehead
Secretary-Treasurer

Posted on June 26, 2013