



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting July 20, 2017

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

Attending: Sandra Gendron, Mike Buchanan, Steve Davis, Stephen Brushey, 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**)

THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING made a presentation at the ACC before the meeting and said that they would be sending a summary of the meeting to the LSB and we will post this on the website when received.

Meeting brought to order by Sandra at 7:45 p.m.

Conflicts: None

Minutes Motion to accept the minutes of June 15, 2017 by Stephen, 2nd by Hilary, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for June 30, 2017. Motion to accept by Stephen, 2nd by Hilary, all in favour, motion carried.

Critical Path: Election Meeting will be held on August 10, 2017 at 7:00 p.m.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2017-15 Enter into a contract with Airco Inc. for the rate of \$7,926.95 including HST for Installation only, of kitchen Hood and Blower to meet requirements of NFPA 96 (2017) Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations (ACC). Motion to accept by Steve, 2nd by Mike, all in favour, bylaw passed.

Bylaw 2017-16 Enter into a contract with Moore Propane for the rate of n/c plus market value for fuel plus carbon tax for the Installation of propane tank sized to facilitate kitchen equipment and future building upgrades (ACC). Motion to accept by Stephen, 2nd by Mike, all in favour, bylaw passed.

Bylaw 2017-17 Enter into a contract with Purdon Plumbing and Electric Ltd. for the rate of \$2,000.00 plus HST for the Installation of gas (Propane) transmission lines to facilitate kitchen equipment and future building upgrades (ACC). Motion to accept by Stephen, 2nd by Hilary, all in favour, bylaw passed.

Unfinished Business:

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 20th 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 April 20, 2017

1. Property owner asked if we had any plans to repair or improve the boat launch on Seagull Lake. Sandra will check the boat launch area to see what condition it is in. Sandra went to the boat launch area and noted that there are some areas where erosion has occurred and it seems to be an area that could be improved at a reasonable cost/amount of effort. That being said, she indicated that another Board member, with the requisite expertise, should take a look and offer more precise information on costs, etc. Mike indicated that he would check further; that this may be something that the Board could work on in the fall. In any event, we would require permits from the MNR before any work could be initiated. He will contact the Ministry and the permits would be in place for the next Board to consider. **This will be tabled until the end of August.**

2. Amended property assessment notice for the LSB properties. 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. Sandra contacted MPAC and the staff member advised that the LSB would be exempt from paying the taxes, regardless of the property listing. In addition, the cutoff period for Requests for Reconsideration is now closed and will not open until fall 2017, to impact the 2018 assessment. **This will be tabled until end of August, to initiate activity for the next LSB to consider.**

The following unfinished business is outstanding from June 15, 2017

1. Peggy will check with the Northern Policy Institute to see if our area can be added to the map. I received a reply and said that we are added to the map, however Stephen said there are other townships included in ours. Peggy will contact the office to request further correction to our boundaries.

Complete from May 18, 2017

Another issue related to differences in street name (between local signs and MNR maps) was identified. This one involves Ontario Street which is currently shown on the MNR map, but is listed as part of Wilson Lake Crescent. This item will be tabled for the next LSB meeting. The LRB has requested 2 Wilson Lake Crescent North signs that will run from the Trash & Treasurer building up to the LCBO. Peggy will advise property owners of the change when the signs are put up. Doug Buchanan said they will have a vote at the LRB meeting to name Ontario Street to Wilson Lake Crescent North.

Complete from June 15, 2017

Peggy will also check with the Insurance Company regarding the kitchen; to confirm if there are any rate changes with the new equipment/upgrades. They said for the upgrades it would be \$221.00 per year, but will waive the fee for the rest of this year.

Correspondence

1. Information & Privacy Commissioner of Ontario with their 2016 Annual Report – Facing Challenges Together.

Action Required: None

2. Email from a property owner wondering who to contact to inspect his home.

Action Required: I asked him more questions, but there was no reply.

3. Email with a change of address.

Action Required: Sent to MPAC, no further action is required.

4. Bell 911 had some question on our data base.

Action Required: I am working on these.

5. Newsletter from the Officer of the Employer Adviser with new changes to the WSIB. On January 1, 2018 WSIB benefits for chronic mental stress that arises from significant workplace stressors.

Action Required: None

6. Canadian Radio-Television & Telecommunications Commission announced the next generation 911 decision – Telecom Regulatory Policy.

Action Required: None

7. Annual letter to the secretary from MNDM regarding next year along with helpful resources.

Action Required: None

8. Library minutes for June 2017.

Action Required: None

9. Northern Policy Institute presents State of the North Conference in Timmins on September 27 & 28, 2017.

Action Required: None

10. Email from a lawyer asking for a tax certificate and zoning reports.

Action Required: I answered them, no further action required.

11. MTCS announcing a new \$3 million Improving Library Digital Service Fund.

Action Required: None

12. Letter from the Farmer's Market with their concerns for cleaning the rink before the market.

Action Required: Mike gave me a letter to read with his response and I will forward this to them.

13. Email asking to temporary closure to the Library.

Action Required: Sandra is working with the Project Manager to minimize the closure of our library. As the summer is a very busy time for the library (increased use by tourists, Book Fair, etc), any closure will impact the community and must be for the shortest period possible.

14. Bell 911 checking 2 addresses.

Action Required: I answered them, no further action required.

15. PLB Insurance asking to discuss our insurance.

Action Required: Steve suggested an evening session, I will contact and advise.

16. Canada Day Celebrations about not mentioning all the volunteers for the parade and Canada Day activities.

Action Required: Sandra clarified that the information provided in the minutes (as it relates to Canada 150) was accurate. Persons in attendance provided updates on behalf of the Canada 150 Organizing Committee and/or any of the Sub-Committees to provide information to the community at large. Publishing that information in the LSB Minutes did not suggest that the individuals were organizers of a particular event; just that they were speaking about it on behalf of the Committee. The success of the day's events could only be accomplished through a community effort - attempts to acknowledge everyone individually would certainly lead to someone being left out.

17. Duck Lake Association would like to know if the LSB will be partnering with them or should they act alone?

Action Required: There is no allowance in the budget for this and to contact the LSB next year or the Ocean and Fisheries. The Board cannot do work on the property that is not a government dock.

18. Municipal Freedom of Information & Protection of Privacy Act with some high-level resources from the session on June 27, 2017 which Sandra attended.

Action Required: None

19. Email asking for public beaches in Port Loring.

Action Required: I told them there was none, no further action required.

Committee Reports

Tax Review

This Committee has been stood down. The Board obtained clarification from MNDM and the response is that all properties will contribute to all services provided by the LSB. This clarification is based on the Northern Services Board Act, R.S.O. 1990, Chapter L.28. This information will be repeated at future meetings to ensure property owners are advised of this significant change.

Library	Hilary is hoping to train the volunteers at the Library on their new website. The Library Committee continues to do excellent work and they are successfully resolving the overdue book issues.
Activity Centre	Farmer's Market, baseball, and soccer have started.
Argyle Community Center	Still working on the kitchen. TD summer program, tai chi and yoga at the ACC.
Culture	Linda Albright has 2 summer student employers to assist with various summer activities. They are looking at getting Genevieve's pictures to show at the ACC on Farmer's Market day. Hilary said the Deer Yards trails will be having a work day.
Fire/911	Steve said they made some changes to the 911 SOP, but it is not finalized. They should be having another meeting shortly.
Website	Hilary updated the Board on the top searches and statistics on our LSB website. Update the website for time and changes for Trash & Treasure.
Bylaws	The review process has been set aside in order to focus on updates to the Community Center kitchen.
Administration	Planning a meeting with an insurance company.
Grant	None
Long Term Planning	The property has been delayed with the Land Registry Office where it was titled incorrectly. Waiting for the correction. For Brown Township: Sandra will draft another letter with more detail. They will have 2 meetings and 3 rd one will be a vote in their district.

New Business: None

Pay Bills: 18 bills presented to be paid.

North Bay Mat Rental \$49.72
Albert Lamb \$950.00 (Janitor)
Port Loring Home Building \$292.24 (supplies for kitchen)
Trillium Municipal Supply \$931.12 (posts)
North Road Landfill \$255.00
The City of Thunder Bay \$814.22 (taxes)
Steve Davis \$900.00 (sign installation)
Indigo Books & Music \$581.13
Whitehots Inc. \$71.38 (library books)
Micheal Legault \$725.00 (June Grass Cutting)
Peggy Whitehead \$1,875.00 (May-July Honorarium)

Bell Canada \$330.45 (July bill)
Purdon's Heating & Electrical \$499.35
See More Graphics \$67.24 (sign)
The following bill has already been paid
Hydro One \$196.08
Bell Canada \$330.45 (June bill)
Lone Wolf Property Services \$379.68 (Trim work)
WSIB \$29.44

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

Public Comment:

1. Mike Legault asked if we had anymore no smoking signs for the ball diamond.

Action Required: Mike said he will check into this.

2. Bill Chambers asked about the bird droppings at the Farmer's Market with food being there. Would there not be a conflict with the naturalist and the Health and Safety?

Action Required: Mike said they will look into this for next year.

Meeting adjourned at 9:10 p.m.

The Election Meeting will be on August 10th, 2017 at 7:00 p.m. and the next regular meeting will be on Thursday, August 17th, 2017 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on July 27, 2017