



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

Minutes of Board Meeting August 18, 2016

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

Attending: Darrell Rogerson, Mike Buchanan, Steve Davis, Julia Moore, and Peggy Whitehead
Absent: Hilary Chambers

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**)

Meeting brought to order by Darrell at 7:05 p.m.

Conflicts: Mike and Darrell

Minutes The minutes of July 21st, 2016, motion to accept by Steve, 2nd by Mike, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for July 31, 2016. Steve asked if I could separate the custodial and the grounds maintenance for the next meeting and I said I would. Motion to accept by Julia, 2nd by Mike, all in favour, motion passed.

Critical Path: Election will be on August 25, 2016 at 7:00 p.m. at the ACC. Darrell explained that at the election each person nominated would have 5 minutes to present their position and then the ballots. Fuel tender has been sent out to the 3 companies to be in by October 1, 2016. Julia presented the SOP for the Auditor. Tim Gehrke said they are now called chartered professional accountant and Julia said she would correct this. Darrell explained that an SOP is not a bylaw, it is a guideline to assist in interpreting the bylaw. A property owner asked if the SOP are on the

website and Darrell said no. Motion to accept the SOP with amendments by Mike, 2nd by Steve, all in favour, motion passed.

Bylaws, Motions and Notices of Bylaws:

- Bylaw 2016-31** A bylaw to enter into a contract with Flag Outlet Ltd., for a 30' cone tapered flagpole and the rate paid shall be \$2,212.54. Motion to accept by Steve, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2016-32** A bylaw to enter into a contract with M-W Fence Contractors for installing a fence around the ball diamond and the rate paid shall be \$12,725.00 plus HST. Motion to accept by Steve, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2016-33** A bylaw to approve a no noise sign at the Government Dock after 11:00 p.m. Darrell explained the reasoning about the sign that this is the only thing that the LSB was allowed to do. Motion to accept by Mike, 2nd by Julia, all in favour, bylaw passed.
- Bylaw 2016-34** A bylaw to enter into contract with M & T Buchanan Enterprise Inc. and/or other tenders received by 24:00 hours to be a negotiated rate between the parties. The LSB reserves the right to cancel or amend the tender. Motion to accept by Steve, 2nd by Julia, all in favour, bylaw passed.
- Bylaw 2016-35** A bylaw to approve an Accessory dwelling unit or ADU that is a part of the same property as the Main Dwelling. It cannot be bought or sold separately, as a Condominium. The owner of the ADU is the owner of the main home or cottage or business property. It may be attached or separate but will always be located on one legally described property. Size or complexity is not a determining factor. One property may have more than one ADU. Each ADU shall attract one additional Local Service Board annual fee or levy or tax. The Board or a Committee of the Board shall investigate as necessary to confirm the existence of an ADU prior to recommending additional Fees Levies or Taxes. All areas of the Boards jurisdiction shall be reviewed in a systematic method within a specific timeline. The Board may contract or hire additional resources to meet the established agenda. The decision of the Board is final. There was a discussion amongst the community where the bylaw should list the criteria for ADU. Julia said if for the extra buildings then we should make sure that they are habitable or not. Mike said we should be investigating more before we pass a bylaw. Motion to accept by Steve, 2nd by Julia, 2 in favour, 1 opposed, bylaw passed.

Motion to accept the revised 911 SOP by Steve, 2nd by Mike, all in favour, motion passed. This 911 SOP will be ongoing amendments.

Old Business Outstanding:

The following old business is outstanding from November 19, 2015

1. 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 – **no update.**

The following old business is outstanding from March 31, 2016

1. 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 – **ongoing fill next year.**

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. Peggy to call Joe to see if he is writing a letter. As of August 18th Joe said they are in a transition with the new nurse practitioner and Mike said to check with Joe in a month.

Complete January 21, 2016

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 MNDM 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 MNDM 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. As of July 21st Darrell will call Joanne Laing to see if they can bill for fees. As of August 18th I have mailed a request to the property owners and some I have to cancel as they changed ownership.

Complete from February 25, 2016

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. As of July 21st, they are coming in to set up July 28th after the Farmer's Market and should be finished by July 30th. Darrell and I signed the proof of loss. We will pay the full amount to Mike Moore Construction of \$22,261.00 and we were reimbursed \$17,546.72, the deductible of \$2,500.00 we will get back when they get the proof of loss, and the HST will get back as a rebate.

Complete from April 21, 2016

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. I am to fill out a section 8 with the MOF.

Complete from July 21, 2016

A question was for Lampman Drive, the owner says this is a driveway and should be changed. The Board will take this to the committee to discuss and will advise. Since July 21st I have received 3 letters regarding this and Steve discussed with the committee and said they would not change this and explained that the signs are for emergencies.

Correspondence

1. 3 questions on 911 numbers.

Action Required: None

2. Email on assessment update from MPAC and that they will be coming to the area.

Action Required: None

3. 2 emails saying the link for July 21st minutes is not working on the website.

Action Required: Hilary fixed this.

4. MPAC had a question on a missed property on the tax roll.

Action Required: The Board said this should be full tax and I let them know.

5. 2016-17 Public Library Operating Grant.

Action Required: I will get this filled out.

6. 6 phone calls on taxes.

Action Required: I answered them and 4 have to be verified.

7. Email from Bell with questions on Big Caribou Lake.

Action Required: Steve said this should be Caribou Lake.

8. 2 emails from the public saying that the air conditioner was running and it was very cold in the building.

Action Required: Mike said this has been fixed.

9. Letter asking for support for GM Oshawa.

Action Required: None

10. Email asking if we had drinking water to fill jugs.

Action Required: I replied no.

Committee Reports

Tax Review None

Library None

Activity Centre A complaint from the Farmer's Market about bird droppings at the rink. Mike said cannot disturb them when they are nesting.

Argyle Community Centre Summer Children's Program the Band and spaghetti supper was a big success raising \$2,389.08. The new flag pole will be installed in a couple of weeks. Tanya mentioned that they had 19 kids in one day at the Children's Program. The fencing will be done soon.

Culture None

Fire A meeting with the architect on the layout of a one firehall/ambulance building in the next couple weeks. Christopher Ballard and Tracey

Watson completed 26 911 signs. Kerry Booth said he is retiring and Christopher Ballard will be the new Fire Chief effective October 1, 2016.

Website	None
Bylaws	None
Administration	Julia will work on a bylaw for the auditor for the next meeting.
Grants	Seniors Grant we have to sign the contract and send it back. Sandy explained about the seniors grant that it was to have a lunch and learn ways to be able to stay in their own homes.
Long Term Planning	Darrell explained Brown Township and he is working on themes for naming features in the existing LSB area.

New Business:

Hilary emailed her concerns with the MNR aerial spraying in parts of the LSB area and Hilary is not in favour of spraying. Johnson from MNRF is willing to send information and give a tour of their Forestry practices, but at a date later than Sept. 1. She feels that the community and LSB should ask for clarification and information on the activities of Westwind Forestry as it relates to lands in our area. She mentioned that she is in favor of them spraying Vision Max aka GLYSOPHATE. They mentioned if it is too wet or too windy they won't spray. The Board will register their concerns.

Darrell left the room as Steve asked the rest of the Board about purchasing property adjacent to the AC. He said our hiking trails are on this property anyways. Mike explained about the topsoil could offset the cost. The Board agreed to negotiate a price and to investigate the property. This will be voted on by the community.

Pay Bills:

23 bills presented to be paid.

Bell Canada \$257.98
North Bay Mat Rental \$49.72
Albert Lamb \$789.52 (Janitor)
Indigo Books & Music \$10.07
Sandra Gendron \$138.87 (summer program expenses)
Buchanan Hardware \$12.85 (keys)
Tanya Buchanan \$2,212.54 (Flag Outlet)
Hamilton Electric \$242.50 (Wall Timer)
Mike Moore Construction \$22,261.00 (roof repairs and a cheque to LSB \$17,546.72)
Argyle Fire Department \$2,600.00 (Sign Installation)
Karl Walters \$508.00 (website)
The City of Thunder Bay – Taxes \$767.07

Port Loring Home Building Centre \$52.45 (cleaning supplies)
Trillium Municipal Supply \$659.33 (sign numbers)
North Road Landfill \$255.00
Peggy Whitehead \$625.00 (July honorarium)
The following bills have already been paid
Hydro One \$247.96
Brittany Thomas - \$1,170.00 2 cheques of \$585.000 (Summer Program)
Quinn Thorpe - \$858.00 2 cheques of \$429.00(Summer Program)
Emma Cook - \$1,170.00 Summer Program 2 cheques of \$585.00 plus \$25.00 reimbursement for
OPP check (Summer Program)

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

Public Comment:

1. Doug Rogers asked if we were going to answer his letter. Darrell read the letter and also the 2 other letters regarding Lampman Drive.

Action Required: Kerry Booth and Mike Legault said the sign was installed back in the 90's when they did the original 911 signs. I will send a letter back.

2. Tim Gehrke said that Lisa Lund's office said we would be tax exempt when we purchased the property.

Action Required: I will send a request to Lisa Lund.

3. Kirk Brunne asked about Noganosh Parkway and why it is called that and not Birchwood Trail.

Action Required: Darrell said there was confusion when they had an emergency and Kerry Booth said when a road is split they have to pick a different name.

4. Kirk Brunne asked if the tender closes tonight and Darrell said yes.

Action Required: None

Meeting adjourned at 9:30 p.m.

Next meeting will be on Thursday, September 15th, 2016 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on August 29, 2016