



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting September 20, 2018

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

Attending: Stephen Brushey, Earl Reading, Tracey Watson, Sandra Gendron 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**), Local Roads Board (**LRB**), Ontario Fire Marshal (**OFM**), Ministry of Northern Development & Mines (**MNDM**)

Meeting brought to order by Stephen at 7:02 p.m.

Conflicts: None

Minutes Motion to accept the minutes of August 16, 2018 by Sandra, 2nd by Earl, all in favour, motion carried.
Motion to accept the minutes of August 23, 2018 by Tracey, 2nd by Sandra, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for August 31, 2018. Motion to accept by Tracey, 2nd by Sandra, all in favour, motion carried.

Critical Path: All outstanding invoices to be in by September 30, 2018.
Tenders for Rink, Snowplowing, Janitor, there was a discussion amongst the Board and the community on whether the bids would be one amount for the whole year or leave it per time/hourly and it was decided that the new Board will discuss this at the next meeting.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2018-16 Approve the FCC AgriSpirit Funding Agreement Dated July 30, 2018" and "Approve the FCC AgriSpirit Advertising and Promotional Plan Dated August 21, 2018". Since the ACC is closed due to structural issues there was a discussion on how to proceed as FCC wants to present the cheque for \$15,000.00 and have photos taken at the building. Earl will advise FCC of the structural issues and the Board will keep them informed of any changes. Motion to accept by Sandra, 2nd by Earl, all in favour, bylaw passed.

Bylaw 2018-17 To approve the attached letter regarding cylinder handling and cage installation. A discussion amongst the Board that we do not have the power to do this. Motion to accept by Sandra, 2nd by Earl, none in favour, bylaw defeated.

Unfinished Business:

Unfinished from August 17, 2017

Revised 911 SOP is ongoing.

Unfinished from July 19, 2018

Bill Chambers asked about the storage at the rink for the snowblower and generator if the gas is stored properly. Stephen asked the Fire Department to check this out – no update.

Correspondence

1. 2017 Library Statistics is now available on the website from MTCS.

Action Required: Forward this to the Library, no further action required.

2. Email from Keeman LSB considering 911 service and had some questions.

Action Required: Stephen has answered, no further action required.

3. Almaguin Adult Learning Centre with their September calendar.

Action Required: None

4. Sustainable New-Agri-Food Products and Productivity Program grant opens August 27th to October 26th, 2018.

Action Required: None

5. Email asking questions on the Port Loring Cemetery.

Action Required: Forward to Mike Clapperton, no further action required.

6. Email asking about fire bans on the Pickerel River.

Action Required: Forward to Tracey, no further action required.

7. Lawyer asked for a tax certificate.

Action Required: Referred to MOF, no further action required.

8. Property owner asked for a copy of 2 bills for 2016/2017.

Action Required: The secretary sent them, no further action required.

9. Email from MNDM with 2 complaints received from an inhabitant regarding a security camera at boat launches and fees for multi-unit properties.

Action Required: Stephen read the complaint and said LSB does not own any properties with boat launches. Regarding multi-unit properties it is up to the property owners to let the LSB know if there are any additional homes on one property. The next Board may look

at the accuracy of multiple properties. Stephen asked the Board if they agree to forward the letter to the lawyer, 3 in favour and one opposed.

10. Email from another LSB regarding information on OFM mandatory training and certification.

Action Required: Forward to Christopher Ballard, no further action required.

11. Public Library Operating Grant for 2018/2019 deadline is October 16.

Action Required: The secretary will look into this, no further action required.

12. 2018 NENA Ontario Knowledge is Power Training Event on September 24-26, 2018.

Action Required: None

13. Property owner has sent a complaint to MNDM stating that the Board is contravening the ACT section 13, no remuneration and Bylaw 2006-09 current Procurement Policy.

Action Required: None

14. Email asking if we are interested in help with graphic designs.

Action Required: The Board replied no, no further action required.

15. Bell webinar on September 12, 2018.

Action Required: Stephen attended, no further action required.

16. Email from the insurance asking if there would be any changes for next year.

Action Required: Stephen has replied, no further action required.

17. Library minutes for June 4th and September 10th, 2018.

Action Required: The secretary had them posted on the website, no further action required.

18. Email asking about a 911 sign,

Action Required: The secretary answered, no further action required.

19. Email saying that the website is excellent and asked if we have a paid staff to maintain minutes, notices, etc. or is it strictly volunteered.

Action Required: Stephen said for now we pay, no further action required.

20. Email from a real estate asking to send the tax bill to another owner since there has been a change of ownership.

Action Required: The secretary referred them to MOF and MPAC.

21. MTCS sent in their 2018 Typical Week Survey.

Action Required: Forward to Library, no further action required.

22. Lawyer asking about taxes.

Action Required: Referred to MOF, no further action required.

23. Insurance emailed more questions about the properties.

Action Required: Stephen has answered, no further action required.

Committee Reports

Library (Sandra) Near North District School Board should be sending the agreement next week.

AC (Earl) None

ACC (Stephen) Earl said that OFM wants to come in on October 2 to review the fire plan at the ACC. Stephen asked to forward the email to the Board and will advise. The structural engineer had come in and they sent an email September 11th at 8 p.m. and advised that the ACC was not safe for public occupancy and should not be used. They sent the final report on September 20th. There was a discussion amongst the Board and the decision was that the Board will go back to the structural engineer to find out more details on what they found and to get feasibility study and cost to make the building safe for public. Stephen has also checked with the insurance and will ask what they require. The engineering report will be added to the minutes and on the website?

Fire/911
(Stephen) None

Website (Hilary) None

Events/Grant
(Hilary) None

New Business

None

Pay Bills: 17 bills presented to be paid.

Royal Canadian Legion \$113.00 (meeting)
Trillium Municipal Supply \$176.80 (disabled signs)
Port Loring Home Building Centre \$388.42 (supplies)
North Road Landfill \$255.00
North Bay Security \$84.75
Buchanan Hardware \$38.58 (supplies)
Whitehots Inc. \$214.61 (books)
Peggy Whitehead \$1,673.12 (Honorarium, water tests & travelling, office supplies)
Bell Canada \$366.61
Albert Lamb \$875.00 (August cleaning)
North Bay Mat Rental \$49.72
Dianne Feasby \$78.71 (books & refreshments for the author)
Mike Legault \$720.00 (August grass cutting)
Purdon's Heating & Electrical \$87.46
The following bills have already been paid
The Rule of Three \$423.75 (author)
Bell Canada \$354.18
Hydro One \$202.78
Motioned to pay bills by Earl 2nd by Tracey, all in favour, motion passed.

Public Comment

1. Mike Legault mentioned that he will ask the Dump Board if the fees for next year can be in lieu of using the community centre for a meeting.

Action Required: None

2. Mike Legault thanked Sandra and Hilary for their work on the Board.

Action Required: None

Meeting adjourned at 8:55 p.m.

Next meeting will be on October 18th, 2018 at 7:00 p.m.

Prepared By

Peggy Whitehead

Peggy Whitehead

Secretary/Treasurer

Posted on September 27, 2018