



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting October 20, 2016

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**)

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

Conflicts: None declared

Minutes Motion to accept the minutes of September 15th and October 7, 2016 by Mike, 2nd by Steve, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for September 30, 2016. For the hiking trails Hilary said I have to bill the Business Association \$1,200.00 for part of the hiking trails. Steve asked if we received the donation from Jim Moore of \$1,500.00 for the boat launch (not at this time). Motion to accept by Hilary, 2nd by Stephen, all in favour, motion passed.

Critical Path: Tenders for Janitor, Snowplowing and Rink Attendant will be awarded at the November 17th meeting. The budget meeting will be on November 17th, 2016 also.

Bylaws, Motions and Notices of Bylaws:

The Board opened the fuel tenders at an in-camera meeting and announced that Ultramar was the successful tender, subject to the conditions of Bylaw 2016-40 shown below.

Bylaw 2016-40 To enter into contract with Ultramar for fuel at a rate of rack price plus \$.04 for the Argyle Community Centre ending September 30, 2017

subject to the following: 1. Ultramar to clarify if there are any consequences/penalties if the LSB does not meet or exceeds the quantity shown on the bid and 2. Confirmation that any tank inspection will be at Ultramar's expense. Motion by Stephen, 2nd by Mike, all in favour, bylaw passed.

Unfinished Business:

The following unfinished 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. As of September 15th, Mike will have a meeting and asked Kerry Booth if he will be able to attend. As of October 20th, Mike said they had their meeting and this will be in this year's budget.

The following unfinished business is outstanding from August 18, 2016

1. Action Required: 6 phone calls on taxes. I answered them and 5 have to be verified. This will be tabled till the 911 SOP is complete.

The following unfinished business is outstanding from September 15, 2016

1. 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.

Complete from April 21, 2016

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 will 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. As of October 20th, I have not received a letter. This item will be closed; if the Nurse's Station Committee asks to use the Community Centre for next year's fundraising, we will ask for a letter.

Complete from September 15, 2016

Letter from a property owner with concerns for late buses for Argyle students attending Almaguin. Darrell had been in contact with Corine Green, a trustee for this area last spring. He has sent her a letter yesterday and also to the Minister of Education. The LSB can write letters, but we do not have the power to negotiate. Kerry Booth said when they cancelled the late buses there was one child on the bus and maybe they took this in to account. The late buses will be running 2 days a week.

Complete from October 7, 2016

Tim Gehrke asked for the massage therapist if she can't get a room at the Nurse's Station, would the LSB rent her a space? The Board said they were unaware and will contact her to see if they can offer assistance. Sandra advised that the Massage Therapist will be renting space in the building across from the Argyle Public School (former high school building).

Correspondence

1. Two requests for a tax certificate.
Action Required: I referred them to MOF.
2. 911 CERB report for August and September 2016
Action Required: None
3. MTCS with their weekly survey for the Library.
Action Required: I forwarded this to the Library
4. Email asking who is on the LRB for the west of Loring.
Action Required: I replied.
5. For the Library Grant they need a copy of the insurance to be sent with the application listing MTCS as an additional insured.
Action Required: This is done.
6. A community member was asking for insurance for the Kid's program at the school.
Action Required: They have obtained insurance from someone else.
7. Question on property rules in the district.
Action Required: I answered them.
8. 2017 Premier's Awards for Excellence in the Arts nominations deadline is December 1, 2016.
Action Required: None
9. Magazine on Heritage Matters from Ontario Heritage Trust.
Action Required: I gave to Sandra.
10. Letter from the Argyle Lions Club asking the LSB to partner with the Lions Club with providing use of the community centre free of charge.
Action Required: I read Mike's reply that we accept and will pay the cost for the turkeys. I will mail the letter to Mark Peever.
11. A property owner asked the LSB to consider having Halloween at the ACC instead of children going door to door.
Action Required: Mike said they need to clarify what they are looking for, who will organize it, etc. The Legion and the Fire Department are having a haunted house at the Legion on Halloween night.
12. PLT is having a teleconference to provide an update on PLT review to date including the results of recent consultations for the LSB and LRB
Action Required: None
13. The incoming Board must sign the conflict of interest policy.
Action Required: Done
14. Nominations for the June Callwood Outstanding Achievement Award for Voluntarism in Ontario.
Action Required: None
15. ACL Report for the summer and September 2016.
Action Required: Gave to Sandra.
16. Email asking is there are any requirements to get dog license, the dogs are on Smith Bay Road.
Action Required: I will let them know that there is no license.
17. Letter from the Auditors to sign a bank confirmation form and return.
Action Required: Done
18. 2016-17 Library Capacity Grant of \$2,617.00 to be signed and sent back.
Action Required: Done

Committee Reports

Tax Review	Preparing for the budget
Library	Sandra said she is unable to attend their meetings due to a work conflict. Steve said he will go if they really need him.
Activity Centre	Steve fixed the door. Snow fence around the septic and Mike is seeking volunteers for probably next weekend. They pulled the government dock out.
Argyle Community Centre	The kitchen needs to be upgraded and they are going by the Food Inspector and Fire Department recommendations. A property owner said his neighbor knows a kitchen store in Orillia and Mike said they will send the requirements to him to quote.
Culture	Hilary has had a discussion about a cultural festival with Linda Albright.
Fire/911	Fire Department is working on their budget. Trash & Treasure had another successful season of fundraising to assist the Argyle Volunteer Fire Department. Trash & Treasure is looking for volunteers. Kerry Booth said that the amount that they raised would be set aside for new vehicles.
Website	Ongoing
Bylaws	No update
Administration	No update
Grants	Sandra provided information on the funding provided by the Ontario Seniors Secretariat. The LSB will host two lunch and learn sessions for seniors aged 55 years and older. The first one was completed on October 19, 2016 and the next session will be on November 21, 2016. To meet the funding requirements, the two lunches have to be completed by November 30, 2016. The sessions will provide information to seniors about clubs and organizations in the area and solicit input from seniors on what they need to live in the community in good health with independence and safety. Hilary said that October 26 th Explorers Edge goes into planning for the upcoming year. Once that is finalized we will know a bit more about funding and marketing opportunities through that organization. On November 14-16 is the Northern Ontario Tourism Summit in Sudbury. Many levels of government and industry partners roll out their funding programs at this venue for the upcoming year.

Long Term Planning

Steve is working on a one central fire hall. The Board is working on a tendering procedure. Steve also mentioned the property for sale next to the Activity Centre. They use it now for hiking trails and snowshoeing. Steve also mentioned the possibilities of selling the topsoil off the property to offset some of the cost.

New Business: None

Pay Bills: 19 bills presented to be paid.

Tanya Buchanan \$660.00 (Summer Program)

Sandra Gendron \$885.00 (Summer Program)

Bell Canada \$304.31

North Bay Mat Rental \$49.72

Near North Labs \$59.00

Cambrian Insurance \$11,608.92

Albert Lamb \$592.14 (Janitor)

Indigo Books & Music \$25.16

Peggy Whitehead \$114.88 (Ink)

WSIB \$143.64

Trans Canada Store & Restaurant \$2,542.50

Trillium Municipal Supply \$434.49

Buchanan Hardware \$37.35 (batteries)

Port Loring Home Building Centre \$49.12 (cleaning supplies)

Hampel Contracting \$788.18 (September grass cutting)

The following bills have already been paid

Hydro One \$494.14

Mike Buchanan \$809.00 (Rink equipment)

Steve Davis \$1,520.93 (wireless speakers)

Rainbow Concrete Industries \$9,800.00 (partial payment)

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

Public Comment:

1. John Ducharme said the property in question to purchase that the top soil had already been stripped 10 to 12 years ago.

Action Required: Steve said it was only part of it.

2. John Ducharme said that the 5 properties will not be looked at until December, then he will probably get another bill for the same.

Action Required: Steve said that they cannot go on people's property until they get an SOP developed to ensure LSB members have the property owner's permission to access their property. The SOP letter will probably be in December.

3. John Ducharme asked about personal property liability insurance, and asked if the Board will give him a credit for any additional costs until his request for a property review is actioned.

Action Required: Sandra said the Board is not responsible for property owner's insurance costs.

4. Tim Gehrke asked how the boat launch was going.

Action Required: Mike said they are pouring the concrete.

5. Lorna asked what was the price of the property that the LSB wants to purchase.

Action Required: Steve said it is listed at \$47,000.00.

6. Mike Legault asked the Board if they could publish the Lion's Christmas Telethon on the Board 2 weeks prior to December 3rd.

Action Required: Mike said to send the information to the Board and they will post it. Hilary said she will post this on the website.

7. Earl Reading asked how fast the one central fire hall will happen and what will happen to the old fire stations.

Action Required: The buildings would probably go back to the community to be sold, but no idea how fast.

Meeting adjourned at 8:10 p.m.

Next meeting will be on Thursday November 17th, 2016 at 7:00 p.m. also, the budget meeting.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on October 28, 2016