



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting November 16, 2017

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

Attending: Stephen Brushey, Sandra Gendron, Earl Reading, Peggy Whitehead and 10 community members
Absent: Hilary Chambers, Tracey Watson

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 7:00 p.m.

Conflicts: Sandra and Earl regarding the budget for the Fire Department. Stephen explained that Robert's Rules does not say that one could not vote, but one should not vote if this would be a benefit for them.

Minutes Motion to accept the minutes of October 19, 2017 by Sandra, 2nd by Earl, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for September 30, 2017 final. Motion to accept by Sandra and to address the short fall in Recreation (\$2,834.82) by transferring from Infrastructure, 2nd by Earl, all in favour, motion carried. Motion to accept the financial statement of October 31, 2017 by Earl, 2nd by Sandra, all in favour, motion carried.

Critical Path: Budget to be approved by December 1, 2017.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2017-26 Approve the LSB funding agreement between the Local Services Board of Loring, Port Loring & District and the Ministry of Northern Development and

Mines for the Board year October 1, 2017 to September 30, 2018. Motion to accept by Sandra, 2nd by Earl, all in favour, bylaw passed.

Stephen presented the LSB Budget along with the Fire Department Budget as Christopher was dispatched on an emergency call with the fire department.

One community member left before voting commenced, reducing the attendance to 13. Stephen asked for a majority vote by hand for the whole budget, there was 6 in favour, 7 opposed, budget failed. Due to significant concerns regarding items within the Fire Department budget, then asked for a majority vote for the LSB budget only and there was 6 in favour, 7 opposed budget failed

The next budget meeting will be on November 24, 2017 at 7:00 p.m. Budget must be accepted by the Board prior to December 1st and submitted by December 10th as per the NSBA.

Unfinished Business:

Unfinished from August 17, 2017

Many questions on 911 on installing, address correction and phone numbers. There are two aspects to this issue - the main piece is that there are data discrepancies in the Bell 911 system and there are issues with the 911 numbering in some areas. For the last three years, the LSBs and the 911 Committee have spent considerable effort to identify the numbering discrepancies and ensure the database is updated. This is the result of any years of inconsistencies with 911 signage (both installing and determining numbers). In order to minimize this issue, the previous LSB decided to transfer the responsibility for 911 sign installation to the Fire Department (the LSB changes Board members each year while the Fire Department remains relatively consistent). The 911 Committee has an SOP that will soon be completed/finalized and this task can then be transferred to the Fire Department. Our area of responsibility is significant in its size; as the area is audited we will identify errors and ensure residents are advised. As of October 19th, Stephen said we should have some direction to complete the SOP this year.

Correspondence

1. Letter from Tinlids for Forest of Reading.

Action Required: Forward to Library.

2. Magazine from Heritage Matters for Autumn from Ontario Heritage Trust

Action Required: None

3. Email and a letter from WSIB with a directors report advising that the consultation is extended to December 5, 2017.

Action Required: None

4. Almaguin Adult Learning Centre with their November calendar.

Action Required: None

5. Award for leadership in accessibility to be submitted by December 7, 2017.

Action Required: None

6. Email from a property owner asking to put the costs for the kitchen; who is responsible for each committee and to post the Treasurers report before the meeting.

Action Required: For the kitchen cost this is under project cost and was discussed at the 2016/17 budget. The contacts for each committee

were posted in the October 4, 2017 minutes and all questions should be sent to the secretary. Treasurer report cannot be posted beforehand until the Board approves.

7. MTCS for First Nations Public Libraries needs assessment reports.

Action Required: Forward this to the Library.

8. Property owners asked for the total year population for the LSB area for a report on cell coverage.

Action Required: Mike Buchanan said it is estimated at 700 residential and 1600 summer seasonal.

9. Letter from the auditor for 2 signatures for bank confirmation and to return.

Action Required: None

10. Letter from MOF with a tax adjustment of \$1268.63 and to fill out the form to receive a credit.

Action Required: None

11. Received \$127.81 from Lisa Lund's office after her final report on the purchase of property.

Action Required: None

12. Received \$700.92 from Cambrian Insurance for a refund from last year's special occasion insurance.

Action Required: None

13. A brochure from Parry Sound Muskoka Community Network.

Action Required: Will give to Hilary.

14. An update from PLT reform office after their consultation meeting in September. This will be available on their website in the coming days.

Action Required: None

Committee Reports

Library Flyer for computer skills training will be posted shortly. Asking people to please stop in to support the library.

Activity Centre Heater is not working in the office. Earl said he would leave the lights on at the rink until 8:00 p.m. Looking into the cost on the septic and getting a permit.

Argyle Community Center Stephen said the health unit approved the new kitchen, but waiting for an OFM inspection. Stephen turned all the appliances on in the kitchen including the grill to burn off the packing oil. All appliances passed and are working properly. There is a cracked urinal that has to be fixed.

Fire/911 Stephen has installed 2 signs with the help of Christopher and Tracey. He said he has one more and Steve Davis will help next week.

Website None

Bylaws None

Administration/Long
Term Planning Brown Township is still on the list.

Events/Grant Sandra said she found an instructor that is willing to do the seniors yoga and she will go ahead with the seniors grant. Earl said that FCC AgriSpirit Fund issues grants to the community and Sandra will check into this. Earl suggested the netting for the rink with the grant.

New Business: None

Pay Bills: 12 bills presented to be paid.

Dianne Feasby \$295.03 (petty cash library)
Whitehots Inc. \$113.55 (books)
Karen Wassink \$112.66 (Travelling)
Presse Commerce \$303.02 (magazines)
Carr McLean \$423.95 (supplies for Library)
Trans Canada Store \$192.10 (dishwasher supplies)
Buchanan Hardware \$54.49
Port Loring Home Building Centre \$73.36
Albert Lamb \$625.00 (October cleaning)
North Bay Mat Rental \$24.86

The following bills have already been paid

Hydro One \$400.63

Nathon Culin \$395.50 (septic)

Motioned to pay bills by Sandra, 2nd by Earl, all in favour, motion passed.

Public Comment:

1. Steve Davis asked about the insurance as it was only around \$8,000.00 last year.

Action Required: Stephen advised there was additional insurance for the ACC and the total was around \$11,000.00.??

2. Tanya Buchanan said the Halloween Fundraiser for the school raised \$900.00.

Action Required: LSB provided the ACC no charge

Meeting adjourned at 10:00 p.m.

Next meeting will be on November 24, 2017 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on December 5, 2017