

**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT  
P. O. Box 148, Port Loring, Ontario P0H 1Y0**

**Minutes Board Meeting October 22nd, 2009**

**Attending:** Dan Brooks, Mike Legault, Kerry Booth, Alan Dare, George Walters,  
Nancy Wice, Secretary-Treasurer

Meeting brought to order by Chairman Al Dare at 7:35 pm..

**Conflicts:** None

**Minutes:** The minutes of October 5, 2009 meeting were read by Nancy Wice.  
Moved by Dan Brooks, seconded by Kerry Booth to accept as read.  
All in favour. Motion carried.

Letter not sent to other candidate for Secretary Treasurer yet, Dan will do next week.

Kerry stated that the tender for lighting for the Rec Centre was all ready to go out, but then all the lights were donated, so he will prepare new tender for wiring only. Fencing will be completed after December 15<sup>th</sup>.

Kerry will ask for the volleyball net back at the next committee meeting.

All directors that will have signing authority and the Secretary Treasurer will go to Scotiabank on October 24<sup>th</sup>.

Mike is getting a group together to move the dock.

Mike stated that the Geneology night went well at the Library, it was well attended.  
Mike presented a bill from Lynn Gainer for meals and gas for \$70.33.  
Accommodation was donated by Hartley & Sherry Moore.

**Correspondence:** Received from NMDMF: OPTA log-in and password.  
Received from Dominique at NMDMF: sample procedural bylaw.  
Al presented a copy of a letter received from Aquatech, detailing their preparations and procedures concerning H1N1 virus.

**Financial Report:** A financial report spreadsheet for Sept 30, 2009, was distributed, but is not complete, as we do not have the final bank statements, or all the information in our office yet.

Al has reviewed the auditor's financial statements and asks if this detailed of a report is necessary, he spoke to Dominique at NMDNF, and she will send a sample of other less detailed reports, which is all that is necessary.

Secretary-Treasurer presented 6 bills to be paid:

\$4,751.25 to Kendall, Sinclair, Finch, Pigden ... for audit

\$4,118.85 to Advanced Presentation for smartboard for Library

\$113.00 to Brooks Office Service for computer training at Library

\$333.75 to Hydro One for rec centre

\$190.65 to Nancy Wice for office supplies and software

\$96.43 to Al Dare for NMDNF training lunch

Moved by Kerry Booth to pay bills, seconded by George Walters, all in favour,  
motion carried.

Wendel Moore called to ask about a refund he was expecting for the tax levy charged to a vacant lot. Dan moves to pay Mr. Moore \$117.84, as decided in previous meeting, seconded by Mike, motion carried.

**Bylaws, Motions**

**And Notices of**

**Bylaws:** No Bylaws were outstanding

**Committee Reports:**

911 – Mike picked up the signs from Alan Nichols, there were 213 signs, plus 3 road signs.. Signs will be stored at firehall in Loring. Mike made a list of the numbers, will forward to Secretary-Treasurer to keep on file, and will see what numbers are required and only order what we do not have in stock. Alan Nichols contract term is over, Mike will prepare letter to send to him. Mike presented a bill from Alan Nichols for 11 signs for \$825.00, Mike moved to pay this bill, seconded by Kerry, all in favour, motion carried.

**Activity Centre** Kerry has nothing to report.

Al met with Miller Paving, they will give us an application to get fill from the road construction for the rec centre property.

Al gave Kerry an application for AVIVA Community Fund to review.

**Budget** Nothing to report

**Bylaws** Nothing to report

**Fire Liaison** A new board was elected last night, they are working on their budget.

**Library** Mike needs the original invoice for the smartboard and for computer mouses, and the Library will get this money back. Nancy will give bills to Mike.

Mike presents a letter from the Library board stating the Argyle Community Library Board members for 2009-2010 will be Marla Booth, Scott Dunn, Marva Jackson, Kim Summers, Julia Robertson, Mike Legault and Patti O’Handley. Dan moves to accept new board, seconded by George, all in favour, motion carried.

**Media Relations** Nothing to report

**Recreation-Dock** Nothing to report

**Standard Operating Procedures** Nothing to report

Al mentions that the October 5 training by Dominique of NMDMF was very useful, and asks for comments of all board members and Secretary-Treasurer. All agree that the training was worthwhile, informative and long overdue. Dan would like to see this training done every year for the new board.

**Old Business:**

Darrell Rogerson made a presentation of his ongoing work and meetings about the MNR’s proposed E104A Enhanced Management Area. The original

northern boundary was the Brown Township line, now it extends up to the Pickerel River in Wilson and Blair Townships. There are a lot of properties in this area, including new construction, that would never be able to build a road to their house/cottage if the boundary is changed as proposed. Much discussion took place concerning the logging road, and could it be maintained for public use.

Darrell has another meeting coming up, and has asked MNR to make a presentation to the LSB Board concerning this plan, and a public meeting would then follow. Darrell will continue to work on this issue.

Darrell Rogerson is also looking into the MNR's "shelf lots" (lots previously surveyed, but never offered for sale), he estimates that there are approximately 60 of these lots. Darrell would like to send a letter to Dalton McGuinty to ask for these lots to be released and sold to the public. This would provide much needed development for the area, and a boost to the local economy, which the area needs badly. Mike moves to authorize Darrell to write the letter on the Board's behalf, seconded by Kerry, all in favour, motion carried.

Mike says the Library's printer is still at Judy Esch's house. Al will arrange to pick it up.

#### **New Business:**

Al has appointed the new head of committees as follows:

Dan Brooks – Financial and Administration (Staff, Budgets, Audit, Financial)

Mike Legault – Safety (Fire, 911, Ambulance, Emergency Measures, Library)

Kerry Booth – Fitness/Rec/Recreation Centre (Docks, Special Needs)

George Walters – Marketing (Media Relations, Website, Communication, Marketing, Bylaw Adherence)

Al Dare – Infrastructure Planning & Development

Dan will work on a SOP for the board, he would like to see all committees make any necessary amendments to their SOPs. Dan has made a flowchart of the Critical Path of due dates for various items throughout the fiscal year, such as budget preparation, application for grants, etc. Dan will start working on the budget, advises all committees to have their budgets to him by November 1<sup>st</sup>. The Board budget will be presented to the community at the November meeting.

Mike would like to complete the 911 audit, and will prepare the budget. Dan advised Mike that 911 needs a bigger committee since there is so much paperwork, and advises the names of 2 people he thinks would help out. Mike says he will get an Emergency Measures committee up and running. He would like to have everyone in the community using the smartboard at the Library.

Kerry will keep working on the Rec Centre to get it ready for use. First thing is getting the lights in, then the washrooms facilities. He would like to start marketing and have the Rec Centre get lots of use. There will be a

**user fee for events that are making a profit, or for private events such as weddings and family reunions. Darrell Rogerson comments that he agrees there should be no user fees to start for non-profit events, but in the future, user fees should be in place to cover maintenance and upkeep of the Centre. It was suggested to try and get the Farmer's Market held at the Recreation Centre next summer. A big concern is that it would be much safer for parking and pedestrians.**

**George will work on his marketing plans, and will review all the bylaws.**

**Al will work on the possibility of the LSB taking on the Powers of Garbage Disposal and Sewage. We need to have a plan of where this community is headed in the next 5 years. Dan says each committee should have such a plan and present it to the community, if we don't do something, there's not going to be a community.**

**Darrell Rogerson stated that he asked the ministry of Municipal Affairs how does one go about creating a subdivision. They told him that no subdivisions are allowed in this area because it is unorganized.**

**Darrell asks if the budget will provide funding for every program in the current year, Al answers yes.**

**Mike stated that there is an agreement that needs to be signed by November 15<sup>th</sup>, for the Board to opt in to OPTA. Nancy will get a copy of the agreement and present it for signing before due date.**

**The Board of the Fire Department set a rental fee for the LSB office of \$600 per year.**

**Dan says that we need to create a list of Board assets, and they should be shown in financial statements. They currently are not shown. Al will ask an accountant how to declare the assets that were not previously declared.**

**Some disagreement took place over who owns the right of way in town beside the Catholic church, is it LSB or the Water Company. Al will confirm. In the meantime, we should have the deeds to the dock, the church right of way, and the land purchased from Darrell Rogerson on file in the LSB office.**

**The next meeting will be Thursday, November 19<sup>th</sup>.**

**It was moved by Dan Brooks, seconded by Kerry Booth to adjourn the meeting. Meeting was adjourned at 10.30 p.m.**

**Prepared By  
Nancy Wice  
Secretary-Treasurer**

**Posted: November 5, 2009**