

Local Services Boards

A Local Services Board (“**LSB**”) is a corporation established under the *Northern Services Boards Act*, R.S.O. 1990, c. L. 28 (the “**NSBA**”), Part I to deliver basic services consistent with its approved powers to inhabitants of a specific geographic area set out in the Minister’s order establishing the LSB (the “**Board Area**”).

An LSB is governed by a board (the “**Board**”) consisting of members (the “**Board Members**”) elected annually by the inhabitants, defined at section 1 of the *NSBA* as permanent residents of a Board Area or owners of property situate in a Board Area, who are Canadian citizens and who have attained the full age of eighteen (18) years (the “**Inhabitants**”).

There are nine (9) available powers (the “**Powers**”) that must be approved for use by the Minister of Northern Development and Mines (the “**Minister**”) prior to being exercised by the LSB.

The Powers are as follows:

- 1) **Water Supply**
- 2) **Fire Protection**
- 3) **Garbage Collection**
- 4) **Sewage**
- 5) **Street and Area Lighting**
- 6) **Recreation**
- 7) **Roads**
- 8) **Public Library Service**
- 9) **Emergency Telecommunications**

Local Services Boards are established in the unincorporated areas of northern Ontario where there is no municipal structure. The establishment of a new LSB is at the request of a minimum of ten (10) proposed inhabitants (the “**Proposed Inhabitants**”), defined at subsection 3(1) of the *NSBA* as permanent residents of a proposed Board Area (the “**Proposed Board Area**”) or owners of property situate in the Proposed Board Area, who are Canadian citizens and who have attained the full age of eighteen (18) years.

A meeting open to all proposed inhabitants must be held, where the proposed inhabitants present have the right to vote at the meeting to support or vote against the proposal to establish a LSB. If the majority of proposed inhabitants vote in favour of a proposal to establish a LSB, the proposal will be sent in the form of a recommendation to the Minister indicating the desirability of the majority of proposed inhabitants to establish a LSB, identifying the proposed name of the LSB, the Proposed Board Area, the proposed Powers, the proposed number of Board Members (3 or 5) and any other items deemed appropriate by the proposed inhabitants pursuant to the *NSBA*.

Upon approval by the Minister, a LSB will be able to deliver services in accordance with its approved Powers to the Board Area or some part thereof, either directly or by way of a contract with a third party service provider.

An existing LSB can make requests to the Minister to vary its Powers, alter the boundaries of the Board Area or dissolve the LSB. Prior to the Minister considering any such request, the Ministry of Northern Development and Mines (“**MNDM**”) will undertake a due diligence process that will ensure that the Board followed proper procedures in accordance with the requirements of the *NSBA*, including without limitation, proper notification of the proposed request, to inhabitants of the LSB as well as notification of the vote meeting and any planned information meetings.

Funding

Local Services Boards established after 1998 - 1999 are responsible for raising sufficient revenues to meet their expenses. Older LSBs that existed prior to 1998 - 1999 receive minor financial assistance with their operating expenses through a grant program administered by MNDM.

LSBs are authorized under the *NSBA* to charge a fee or a levy to Inhabitants in order to pay the costs associated with delivering services in accordance with their Powers. Some LSBs will also undertake fundraising activities as a source of revenue.

Levies/fees can only be charged against properties where a service pursuant to the Powers granted to the Board is available and being delivered by the Board. They cannot be charged in areas of the LSB or against properties within the LSB where the service is not available.

Fees are a flat rate charge for the provision of services while a levy is a tax rate based on the assessed value of a property. LSBs can either direct bill Inhabitants or have the option of using the Ministry of Revenue Provincial Land Tax (PLT) Billing process to collect fees/levies.

Ministry of Northern Development and Mines

MNDM is responsible for administering the *NSBA* and as such works with LSBs to guide them in understanding the requirements of the *NSBA* and ensuring that the Board conducts its business in compliance with the *NSBA*.

Where concerns/complaints may arise that relate to compliance with the *NSBA*, MNDM staff will work with Inhabitants and LSB Board Members to resolve these issues. A formal complaint process exists that provides guidance to Inhabitants and Board Members on how to handle complaints, as well as provides information on MNDM’s role in addressing these matters.

For further, detailed information regarding the operations of an LSB, please refer to the “Local Services Boards Guide for Inhabitants and Board Members” found on the MNDM web site at the following address:

<http://www.mndm.gov.on.ca/en/northern-development/community-support/local-services-board>