



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
PO Box 148, Port Loring, Ontario P0H 1Y0
secretary@loringsb.com (705)757-3947

Minutes of Board Meeting February 16, 2023

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

Attending: Pam Dekoter, Mike Legault, Lindsay Lemasurier, Kaleb Summers and Peggy Whitehead
Absent: Kerry Booth

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 Heritage, Sport, Tourism, Culture Industries (**MHSTCI**), Request for Proposal (**RFP**), Local Roads Board (**LRB**), Ontario Fire Marshal (**OFM**), Ministry of Northern Development (**MND**), North Almaguin Planning Board (**NAPB**)

Meeting brought to order by Pam at 6:59 p.m.

Conflicts: Potential conflict by Kaleb regarding M&T Buchanan

Minutes Motion to accept the minutes for the January 19, 2023 meeting by Lindsay, 2nd by Kaleb, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for January 31, 2023. Motion to accept by Kaleb, 2nd by Lindsay, all in favour, motion carried.

Critical Path: OPTA has been submitted and our tax levy has changed from \$179.64 to \$179.57.

Bylaws, Motions and Notices of Bylaws:

Two quotes received for the upgrading of the interior walls at the ACC. Thier Renovations bid was \$26,300.00 plus tax with a \$5,000.00 deposit. The bid included insulation and framing work.
Jesse Booth Construction bid was \$20,899.94 plus tax and did not include insulation and framing work.
Kaleb motioned for Thier Renovations bid, 2nd by Mike, all in favour, motion passed.

Bylaw 2023-01 To enter into a contract with Thier Renovations for upgrading the interior walls at the ACC according to the tender at a cost of \$26,300.00 plus HST a deposit of \$5,000.00 and this will be taken out of recreation reserves. Motion by Lindsay, 2nd by Kaleb, all in favour, bylaw passed.

Unfinished Business:

Unfinished from October 17, 2019

There was a bill from M&T Buchanan for installing the 3 poles and since they did not use the rock mounts the price should be reduced based on time and materials to date to be billed. The Board will set up a meeting in the next couple of weeks with Mike Buchanan to discuss the invoice. The Board will pay separately for moving the one pole which needs to be moved. Kerry will see what is needed for the poles and discuss a tender at the next meeting. There have been exchanges of correspondence between the Board and the Buchanan's in an attempt to resolve the situation. The Board has not heard anything from Buchanan's; Pam will send a letter to follow up. There has been a response from Buchanan's on July 15, 2020 and Kerry motioned to get a lawyer, 2nd by Greg, 2 in favour, Gilbert opposed, motion carried. Pam will contact a lawyer. This is in court. M&T Buchanan have asked for a settlement meeting. Settlement meeting is set for July 21, 2021. Pam said no progress was made toward a settlement, therefore we're on to the next steps. The Board will decide when they do the budget on whether they will go to court. Court date is set for July 26, 2022. Kaleb inquired about his potential conflict regarding this matter, specifically if he was permitted to be present for any and all discussion relating to the matter, the Chair indicated that he was not. The court date got postponed until December 20, 2022. Court date has been postponed. Court date is set for May 2, 2023 - **ongoing**.

Earl Reading asked the secretary if there was a bylaw for advertising on the LSB property. The secretary said there was none. There was a discussion regarding advertising and who is responsible if the signs/benches get damaged. The Board will create a SOP. The Board discussed and is looking at no commercial advertising, only signs for donations which will have to be maintained by the owner -**ongoing**.

Unfinished from February 20, 2020

Mike Legault said the bolts are popping out on the boards at the rink. Lindsay checked the rink boards and said when water comes in it pushes the boards up then breaks the bolts. He said that there should be silicone on the seams of the board and they will look into this. Lindsay will purchase an easy out tool to remove the broken bolts. Lindsay has purchased the bolts and this will be done in the spring along with silicone for the boards - **tabled until April 2023**.

Unfinished from March 19, 2020

Kerry asked the secretary if we have a map of the property to mark the trails. Pam said she could get a map if she had a copy of the survey/lot/concession, etc. Kerry has Joe Whitmill's contact for maps, the secretary will get the parcels and advise. The secretary will check the survey. The secretary gave Pam the titles for each property. Pam is working on this - **ongoing**.

Unfinished from September 17, 2020

The letter was received from Point North and Pam asked Kerry if he would check with them again if 3 feet in the ground and 2 feet piled around the pole, would this hold up for the netting. Kerry will request written confirmation from Point North indicating whether or not it would have been safe to install the netting on the final 3 poles because of the way they were put in. Point North said they would not guarantee that it would be safe and the netting would fail. Kerry will check with Point North to see when they can install half of the netting – **tabled until spring.**

Unfinished from March 17, 2022

Kaleb will check on the Library agreement. WHMIS will be required for Library volunteers; Kaleb will look into an online course for the volunteers. A question on a penalty for books that are not returned and the NNDSB wants a 5-year agreement. The Board said the library can decide the penalty as they do not get any budget from MNDM, the Library gets their income from grants. The Board said it will be okay to sign a 5-year agreement since there is no money exchange. Kaleb will get the final agreement and advise the Board. Kaleb has sent the amendments to the NNDSB and they have sent it to the appropriate people. Kaleb will reach out again as he has not heard anything – **ongoing.**

Unfinished from July 21, 2022

Kerry said we need a couple of loads of gravel at the ACC and will check the price and advise the Board. Mike will ask Myles Brooks for some gravel – **tabled until spring.**

Unfinished from November 17, 2022

Pam said that in the past the LSB representative was allowed to go to the Fire Department board meetings and last couple of years they could not. Shawn Mckenna will discuss this with the Board and advise – **ongoing.**

Unfinished from December 15, 2022

Email from Hydro introducing the new energy hub with applications for energizing life community fund which closed on January 31, 2023. Pam and Lindsay will work on this, they are looking at lights for the AC. Lindsay has sent the application in – **ongoing.**

Mike suggested that we should get a temporary cover for the generator and a permanent one in the spring. Mike will ask Dave Thier about this as he did this for the air conditioner. The Board agreed to the cover. Dave agreed and will do a permanent one in the spring – **ongoing.**

Complete from April 21, 2022

There was a recommendation to service the UV system. The Board will discuss this at the next meeting. The Board will discuss with Albert to see if he can do this. Lindsay will check the UV to see what size and order 2 to keep on hand. Lindsay is working on this – **complete.**

Complete from January 19, 2023

Pam was asked to sign a MOU for the government dock on Wilson Lake by the Argyle Riders – **complete.**

Correspondence

1. Email from the Ministry of Agriculture, Food and Rural Affairs for applications for the Rural Economic Development is now open until February 23, 2023.

Action Required: None

2. Email from the auditors asking for the Board's approval on the 2021/22 draft audit and for a letter to the signed.

Action Required: Motion by Mike to accept the draft audit, 2nd by Kaleb, all in favour, motion passed. The letter has been signed and the secretary will advise the auditors that the motion passed and send the signed letter back to them, no further action required.

3. Email from an author who is introducing a book called Sasha the Lab Retriever.

Action Required: The secretary has forwarded the email to the library, no further action required.

4. Email from the Near North Labs announcing a New Microbiological Sampling online course.

Action Required: None

5. Email asking whether we had maps of a property for landscaping.

Action Required: The secretary said we do not have maps, no further action required.

6. Email from MPAC's municipal and stakeholder newsletter called InTouch.

Action Required: None

7. Email from MPAC saying that a property owner has 3 different civic addresses for one property.

Action Required: The secretary notified that the proper 911 address for the roll number, no further action required.

8. Email from Bell 911 with questions on roads on our database.

Action Required: The secretary has sent the maps for the area, but asked the board about Whitehead and Beadle Road as they were not on the map? Mike said Whitehead Road is now Shady Lane and still looking into Beadle Road.

9. Email from the Health Unit advising us that we can fill out forms on their website, which includes Pre-opening notification form, Designate an Operator form and Closure form.

Action Required: None

10. MOF will be deducting \$319.79 from our annual payment as a result of tax roll changes.

Action Required: None

Committee Reports

Library (Kaleb) None

Recreation

(Lindsay, Mike, Kaleb)

Pam said Julie Shaw will purchase a container for the dodgeballs and give the bill to us. Lindsay said Julie is looking into a fundraiser for the Kenny program and asked if she could do this under the LSB, the Board said they don't see a problem. Discussed rentals during the renovations. A tender will be posted for the ceiling at the ACC soon and will be opened at the April meeting.

Fire (Mike, Lindsay)
None

911 (Kerry) None

Administration
(Pam) None

New Business

None

Pay Bills: 14 bills presented to be paid.

Dianne Feasby - \$129.11 (books)

Tinlids Inc. – 621.36 (books)

Albert Lamb - \$330.00 (January cleaning)

Whitehots - \$135.72

Minister of Finance - \$392.70 (PSAP)

Weaver-Simmons - \$676.34

North Bay Mat Rental - \$50.86

Jesse Booth Construction - \$4,373.10 (rink)

Peggy Whitehead - \$396.16 (office supplies and sporting equipment)

Dave Thier - \$5,000.00 Deposit

Port Loring Home Building Centre - \$84.74

These bills have already been paid:

Hydro One - \$924.43

Moore Propane - \$730.00

Bell Canada - \$422.84

Motioned to pay bills by Mike, 2nd by Kaleb, all in favour, motion passed.

Public Comment

None

Meeting adjourned at 8:03 p.m.

Next meeting will be on Thursday, March 16, 2023 at 7:00 p.m.

Peggy Whitehead

Peggy Whitehead
Secretary/Treasurer

Posted on February 22, 2023