



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
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**Minutes of Board Meeting February 20, 2020**

The minutes can also be viewed on our website: [www.loringslb.com](http://www.loringslb.com)

**Attending:** Pam Dekoter, Gilbert Moore, Greg Schippers, Kerry Booth and Peggy Whitehead  
Absent: Tanya Buchanan

**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 & Mines (**MNDM**), North Almaguin Planning Board (**NAPB**)

Meeting brought to order by Pam at 7:06 p.m.

**Conflicts:** None

**Minutes** Motion to accept the minutes for January 16<sup>th</sup>, 2020 by Greg, 2<sup>nd</sup> by Kerry, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for January 31<sup>st</sup>, 2020. Motion to accept by Gilbert, 2<sup>nd</sup> by Greg, all in favour, motion carried.

**Critical Path:** None

**Bylaws, Motions and Notices of Bylaws:**

There were 3 quotes for the HVAC. KRB was \$36,000.00 plus tax which did not include electrical, Purdon's was \$44,620.00 plus tax and Ainsworth \$36,565.56 plus tax which included electrical. The Board awarded Ainsworth and will check with them as they said they can possibly lower the price with a different duct work.

**Bylaw 2020-01** To enter into a contract with Ainsworth to supply and install propane furnaces and air conditioners (as per tender attached) at the ACC at a cost of \$36,565.56 or lower plus HST and this will be taken out of

Recreation Reserves. Motion by Gilbert, 2<sup>nd</sup> Greg, all in favour, bylaw passed.

### **Unfinished Business:**

#### **Unfinished from August 17, 2017**

Revised 911 SOP is ongoing. Tanya will volunteer on the 911 committee if she is not on the Board. The secretary will add this to the critical path. Pam checked on the 1000 series for 911 signs and some need to be repaired. Tanya emailed a draft and the main hold up was the signs for lakes and islands. Kerry will contact a few fire chiefs in the area to see how they handle the numbers and then set up a committee to finalize - **ongoing**

#### **Unfinished from December 20, 2018**

Debbie mentioned getting a wired in generator in case the power goes out. Gilbert said that we already have the breaker hooked up for this. The Board all agreed to go ahead and Earl will get quotes. Earl has a contact but he is waiting for the engineers for the HVAC before he proceeds. The engineer will do a proposal to go with the HVAC. Kerry will look into this to determine what is required.

#### **Unfinished from January 17, 2019**

John Wassink mentioned that we should have a removable chain link fence separating the playground and parking lot for children safety. The Board will look into this. Debbie will get quotes from the fencing companies for the ball diamond and will ask them about a chain link fence. As of May 16<sup>th</sup>, Gilbert suggested getting a flex beam to be put up by the playground for child safety. Motion to move forward with this by Gilbert, 2<sup>nd</sup> by Larry, all in favour, motion passed. The Board decided to wait until the pavilion is up and to check with the insurance to make sure it is okay. The secretary called the insurance and they said they did not think it would be any extra cost; it was an advantage to the risk – **tabled until May 2020.**

#### **Unfinished from April 18, 2019**

Gilbert has arranged a committee to check all boat launches in the area to see which are in need of repair. The committee so far is Gilbert, Wayne Keetch, John Wassink and Mike Legault. Gilbert has presented a list of boat launches and what they need. Gilbert said this should be checked yearly. John is waiting for MNR to get back to him on the permits he submitted. John received one permit and the work will be done shortly. As of October 17<sup>th</sup>, John will contact MTO to ask for signs for the highway to say where boat launches are located. Gilbert said Commanda Lake boat launch should be added to the list. Pam will check with MNDM to make sure that this is an eligible expense. John Wassink updated us on boat ramp signs that MTO said there are restrictions that the launch has to be less than 10 km from a highway and that it can support 12 vehicles with trailers. Gilbert will do a tour in the spring and advise the Board. John Wassink said there will be no cost to the Board for signs – **ongoing.**

#### **Unfinished from May 16, 2019**

Debbie said the Board is looking at extending the parking at the AC. Gilbert will talk to contractors to dump their excavation material in and then we will have to level it and put

gravel on top. Debbie will check for grants. Melanie from MNDM said there could be funding coming up for this. Pam will call MNDM and check – **ongoing**.

### **Unfinished from June 20, 2019**

The bill from PSL for \$5,313.26 for the engineer for the ACC, the Board did not sign, Earl will investigate. Earl will do a reply to PSL establishing his complaint and try to negotiate the cost. Letter has been sent, but no reply. PSL said they have forwarded the letter to Tall Pines. Earl has received a revised invoice of \$3,882.68. The Board said that we will not issue a cheque and will notify PSL that the Board did not pay the revised invoice. Earl explained the background to the new Board so they can make a decision and Earl said he will be around if the new Board requires assistance. Pam will call them and explain that we should only be charged for their time and travel; they should have declined when they did not know about box beams. Pam has left a message and will check again after the holidays. Earl will find the message that says the engineer was not familiar with the construction method of the roof etc.

### **Unfinished from August 15, 2019**

Brian Fox had some questions on 911 on Jack's Lane. Tanya said she will check – **ongoing**

### **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 – **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 – **ongoing**.

### **Complete From January 16, 2020**

Letter from Intact Insurance informing they have acquired The Guarantee Company of North America. The secretary will contact our broker to find out if we will be insured for next year and will advise the Board. The broker said he has not heard anything and if they were to drop us we would know ahead of time.

### **Correspondence**

1. Email from MTCS regarding 2019 Annual Survey of Public Libraries is now open.

**Action Required:** The secretary has forward this to the Library, no further action required.

2. The Labour Market Group invites us to participate in their annual discussion regarding labour market challenges facing our region.

**Action Required:** None

3. Complaints about a road not being plowed.

**Action Required:** The secretary referred them to the LRB and MTO, no further action required.

4. I have applied for the permits for the 2 signs on the highway. We were paying yearly, but now they have new applications for 5 years. The price will be \$770.00 for each permit.

**Action Required:** None

5. We have received the first advance of \$9,530.47 for operating costs from MNDM.

**Action Required:** None

6. Canada Summer Jobs is now open and closes February 24, 2020.

**Action Required:** None

7. Toronto Public Library asked for a contact for the Library.

**Action Required:** The secretary said the contact is Kim Summers or Dianne Feasby, no further action required.

8. Email asking how to get a house deemed a legal residence after you build.

**Action Required:** The secretary replied to get a 911 sign and they could ask their lawyer, no further action required.

9. Office of employer advisor for a WSIB rate framework webinar on February 27<sup>th</sup> and March 3<sup>rd</sup>, 2020.

**Action Required:** None

10. Goodminds.com, Building Relationships with Public Libraries.

**Action Required:** The secretary forwarded this to the Library, no further action required.

11. Invitation to join the Greater Sudbury Watershed Alliance.

**Action Required:** None

12. Email asking if they can leave some hockey sticks at the rink as they are not needed.

**Action Required:** Kerry said this would be okay, no further action required.

13. Staff announcement for MTCs that Rob Lavery as Cultural Consultant.

**Action Required:** None

14. A notice for Argyle Continuation School Reunion on May 23, 2020 at the Legion. They are asking for help in publicizing this event.

**Action Required:** The secretary will forward this to Debbie Keetch to put on Argyle Community News, no further action required.

15. Letter notifying us that our Fire Protection Adviser Tara Hamilton has been assigned to the fire department.

**Action Required:** None

16. Northern Alarm asking if we have a false alarm bylaw.

**Action Required:** None

17. CN asking for a contact regarding the boil water advisory in Port Loring.

**Action Required:** The secretary referred them to the Health Unit in North Bay.

18. Funding from the Canada Post Community Foundation for Children is now available and closes April 2, 2020.

**Action Required:** The secretary will put this on our website, no further action required.

### **Committee Reports**

Library (Pam) Looking at ways to advertise the Library.

Recreation

(Kerry, Greg) Greg asked Mike Legault to leave a shovel out in case the kids want to shovel the ice. Kerry said the snowmobile club will start grooming the trails.

Fire (Gilbert) None

911  
(Tanya, Kerry) OFM will be coming in to complete the inspection. Earl Reading said to make sure they lower the fire extinguisher.

Administration  
(Pam) None

### **New Business**

Greg asked what the Board will do since Tanya has not attended 3 board meetings in a row.

**Action Required:** The Board will send an email and ask what her intentions are for the remainder of the meetings.

**Pay Bills:** 13 bills presented to be paid.

Bell Canada \$388.06  
Receiver General for Canada \$1,075.00 (repay overpayment for election rental)  
North Bay Mat Rental \$74.58  
Mike Legault \$1,660.00 (January snowplowing & rink)  
Dianne Feasby \$473.80 (dvd's, supplies, office chair)  
Whitehots Inc. \$318.00 (books)  
WSIB \$100.67  
Minister of Finance \$392.70 (CERB)  
Albert Lamb \$350.00 (January cleaning)  
Jim's Locksmithing \$546.36  
The following bills have already been paid  
Bell Canada \$388.06 (January)  
Hydro \$765.56  
Parkland Fuel \$686.06  
Motioned to pay bills by Kerry, 2<sup>nd</sup> by Gilbert, all in favour, motion passed.

### **Public Comment**

1. Mike Legault said the bolts are popping out on the boards at the rink and one light is off.  
**Action Required:** Kerry will look into this.

Meeting adjourned at 8:09 p.m.

**Next meeting will be on March 19, 2020 at 7:00 p.m.**

Prepared By

*Peggy Whitehead*

Peggy Whitehead

Secretary/Treasurer

Posted on March 2, 2020