



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting March 19, 2020

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

Attending: Pam Dekoter, Gilbert Moore, Greg Schippers, Kerry Booth and Peggy Whitehead

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 7:03 p.m.

Conflicts: None

Minutes Motion to accept the minutes for February 20th, 2020 by Gilbert, 2nd by Greg, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for February 29th, 2020. Motion to accept by Greg, 2nd by Kerry, all in favour, motion carried.

Critical Path: Tanya Buchanan has resigned from the Board as of February 27, 2020. The Board will hold a by-election on April 16th before the regular Board meeting. Tenders for the grass and dock will be posted and opened at the next meeting. Kerry said all tenders will have WSIB coverage; the waiver letter will be removed from all tenders as the LSB is still liable.

Bylaws, Motions and Notices of Bylaws:
None

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 – **this will be tabled for the next Board.**

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 16th, Gilbert suggested getting a flex beam to be put up by the playground for child safety. Motion to move forward with this by Gilbert, 2nd 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 17th, 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 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. 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 – **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**.

Unfinished from February 20, 2020

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

Complete 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. Earl could not find anything and Pam read the report again and it just said it was an unusual method. Motion to pay the bill by Kerry, 2nd by Greg, two in favour, one opposed, motion passed.

Correspondence

1. Email from MOF advising us that \$83.49 will be deducted from our annual payout due to billing and tax roll changes.

Action Required: None

2. Email with additional information from the Argyle Continuation School Reunion.

Action Required: This has been posted on Facebook under Argyle Community News, no further action required.

3. Draft audit for 2018/2019 for the Board's approval and a letter to be signed and returned once approved.

Action Required: Motion to approve the audit by Kerry, 2nd by Greg, all in favour, motion passed.

4. Email from Bell requesting us to send a letter of support for a Bell application to the CRTC Broadband fund.

Action Required: MNDM said we could not do this as it is not one of our powers. The Board suggested sending this to Hilary Chambers to see if they can send a letter, no further action required.

5. Email asking to suggest a community organization to send a donation.

Action Required: Kerry discussed this with a family member and gave her a list of organizations and they chose the Legion and Horticultural Society. The secretary will answer the email, no further action required.

Committee Reports

Library (Pam) Change the sign that the Library will be closed until further notice.

Recreation

(Kerry, Greg)

The ice at the rink is finished for the year. Kerry said that the furnace will be completed by next week. They will be removing the old fan and boxing it in. Kerry will let Parkland know not to deliver anymore oil. Bathrooms at the rink will not flush. Waiting on pumping the septic, therefore the bathrooms will be closed for atleast a month.

Fire (Gilbert)

MTO said Mike McKee will be grading boat launches. The fire department will be contacting people by phone that are alone and no family to see if they can offer assistance due to COVID-19 pandemic. The Lion's senior dinner is cancelled until further notice.

911 (Kerry)

None

Administration

(Pam)

None

New Business

Kerry asked the secretary if we have a map of the property to mark the trails.

Action Required: Pam said she could get a map if she had a copy of the survey/lot/concession, etc.

Pay Bills:

13 bills presented to be paid.

Patrick Sprack Limited \$3,882.68

Bell Canada \$388.06

North Bay Mat Rental \$49.72

Mike Legault \$2,110.00 (February snowplowing & rink)

Dianne Feasby \$374.05 (dvd's, supplies, office chair)

Whitehots Inc. \$124.97 (books)

Port Loring Home Building Centre \$41.75

Buchanan Hardware \$19.29

Albert Lamb \$400.00 (February cleaning)

North Bay Security \$88.14

Peggy Whitehead \$2,559.00 (Jan-Mar Honorarium and water testing)

The following bills have already been paid

Hydro \$758.13

Parkland Fuel \$930.87

Motioned to pay bills by Gilbert, 2nd by Greg, all in favour, motion passed.

Public Comment

1. Mike Legault thanked the Board for allowing him to look after the plowing and the rink.

Action Required: none

2. Albert Lamb asked if he had to get WSIB now instead of the waiver letter.

Action Required: Kerry said he can continue the year, but next year he will have to get WSIB, no further action required.

Meeting adjourned at 7:46 p.m.

Next meeting will be on April 16, 2020 at 7:00 p.m.

Prepared By

Peggy Whitehead

Peggy Whitehead

Secretary/Treasurer

Posted on March 26, 2020