



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting March 21, 2019

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

Attending: Debbie Keetch, Gilbert Moore, Earl Reading, Larry Bain 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 Tourism, Culture and Sport (**MTCS**), Request for Proposal (**RFP**), Local Roads Board (**LRB**), Ontario Fire Marshal (**OFM**), Ministry of Northern Development & Mines (**MNDM**)

Meeting brought to order by Debbie at 7:04 p.m.

Conflicts: None

Minutes Motion to accept the minutes of February 21, 2019 by Earl, 2nd by Gilbert, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for February 28, 2019. Peggy explained that after the audit the starting balance for Recreation was higher as the invoice for Airco in 2017/2018 was removed and will be under 2018/2019. Also there was a correction to the HST and it was \$375.84, motion to accept by Larry, 2nd by Earl, all in favour, motion carried.

Critical Path: Tenders for grass and dock

Bylaws, Motions and Notices of Bylaws:

Bylaw 2019-01 Approve the attached Library Agreement between the Local Services Board of Loring, Port Loring and District and the Near North

School Board. Motion by Larry, 2nd by Gilbert, all in favour, bylaw passed. The secretary will mail the signed forms to the NNSB for their signature.

Bylaw 2019-02 Approve the audited financial statements for the fiscal year 2017-2018, the Interim Summary/Budget Report and the Second Request for payment of the LSB Operating Grant from MNM in the amount of \$9,530.47 for the fiscal year 2018-2019. Motion by Earl, 2nd by Larry, all in favour, bylaw passed.

Bylaw 2019-03 To enter into a contract with BDO for an audit for the Argyle Fire Department for the fiscal year 2017/2018 at a price not to exceed \$3,000.00 plus tax. Motion by Gilbert, 2nd by Larry, all in favour, bylaw passed.

Andy Hutchins asked if the Board could request in writing an audit for the Fire Department. Debbie said the Board will do this. The secretary will issue a letter before the bylaw gets posted. Also the charges for the audit will come out of contingency.

Unfinished Business:

Unfinished from August 17, 2017

Revised 911 SOP is ongoing.

Unfinished from October 18, 2018

Bill Chambers asked if the Board will be looking at telecommunication for meetings.

Debbie said they will check with the whole Board after November 5th. This will be discussed at the April meeting.

Unfinished from November 15, 2018

Email asking about swimming lessons. Debbie said we will look at this in the New Year. Mike Buchanan said we have all the equipment for this at the AC. As of February 21st, Debbie had contacted the insurance and their reply was if we follow their criteria then there should be no problem – **tabled until spring.**

Unfinished from December 20, 2018

Earl brought up that OFM has to do their final inspection for the ACC. There are a couple items to complete (make-up air system and floor plan) and Earl will call OFM and find out when they can come in to inspect. The secretary will contact Airco to find out when they can complete the make-up air unit and Earl will finish the floor plan. Earl is waiting for a confirmation date from Airco. As of February 21st, the make-up air system is complete and still waiting on the floor plan – **ongoing.**

Phone call from a property owner asking about their 911 number, it was different on their tax roll and their driveway number. This will be looked at in the spring to make sure the 911 numbers are correct as part of the road is not plowed. Tanya said that Steve Davis, past Board member, and he said that the number should be changed on the data base to be the same as on their sign. Tanya said to go ahead and change the data base and they will do an audit of the road – **tabled until spring.**

Larry, Gilbert and Earl will get quotes and engineers for the HVAC system and will meet in the New Year to discuss. Larry said that one engineer came in to assess and will do a proposal on an inside and an outside propane furnace and they will get 2 more quotes from engineers – **ongoing**.

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 - **ongoing**.

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.

Unfinished from February 21, 2019

The Board discussed board members bidding on tenders and meetings by telecommunications. Since we do not have a full board tonight or the next meeting, this will be discussed at the April meeting.

Complete from October 18, 2018

Property owner asked if we have an understanding with the MNR regarding boat launches. Mike Legault will contact MTO and ask them about boat launches. This will be tabled until the next meeting. Mike said MTO will not look after boat launches. There only option is to have a cottage association to maintain boat launches. If they ask the Board, they can only facilitate them for grants.

Correspondence

1. Almaguin Adult Learning Centre with their March calendar.

Action Required: None

2. Andy Hutchins is requesting the ACC for 3 days May 24-26, 2019 for training for the fire department for all regions and he is asking if there will be a charge or a sponsored event.

Action Required: The Board said this will be sponsored, no further action required.

3. Phone call from the OPP regarding the CERB contract and wanted to confirm the population.

Action Required: Tanya has contacted MPAC and waiting for a reply.

4. Email from MOF with an adjustment of \$178.77 that will be added to our annual payment.

Action Required: None

5. Phone call from Dr. Fritz's office saying that he is offering a rabies clinic the first Wednesday of the month from April 3 to August 7, 2019 from 6-7 p.m. at a cost of \$25.00 in Sundridge as he will not be travelling this year.

Action Required: None

6. Northern Fire Prevention Program regarding Community Risk Assessment and Program Updates.

Action Required: None

7. Almaguin Adult Learning Centre with a reminder for a free Food and Finance workshop in Powassan starting March 19th.

Action Required: None

8. Call for Community Expression of Interest – Northern Ontario Broadband Internet Access.

Action Required: None

9. Question on Flemings Landing.

Action Required: This has been changed to Noganosh Pkwy, no further action required.

10. Flyer from Caisse Populaire regarding the merger of Argyle and Alban Branches.

Action Required: None

11. Phone call from a property owner asking if he could get a letter of approval for a licensed producer of cannabis in the area.

Action Required: The board explained this is not within our powers. However, the Board will provide an opportunity for him to address the community at the end of our next board meeting. A vote from the public in attendance will be taken by a show of hands and if he succeeds in a majority vote in favour of his business then he can use those findings to apply for his license.

Committee Reports

Library (Earl) Joy of Reading, the Library only received one application so there will be no bus for this. The Library agreement is complete.

AC (Gilbert & Earl) Gilbert said the janitor can go ahead and paint the bathrooms. On the tender for snowplowing, Gilbert suggested that the roofs should be added for snow removal if needed. Debbie is waiting on M-W Fencing regarding the ball diamond.

ACC (Larry) None

Fire (Tanya) None

911 (Gilbert) Andy Hutchins informed the Board that the Fire Department will no longer install 911 signs. Andy is to return the equipment and keys to the LSB. The secretary will rescind the bylaw at the next meeting. Larry offered to install 911 signs this year.

Website (Debbie) None

Events/Grant (Debbie)
None

New Business

Lana Reading asked me to post the Lion's Appreciation Easter Dinner on the sign.

Debbie suggested a cell phone booster at the rink that will cover 10,000 square feet at approximately \$1,500.00 to \$3,000.00 and asked the Board

if she should move forward on this. The Board all agreed to investigate further.

Pay Bills: 13 bills presented to be paid.

Kendall, Sinclair, Cowper & Daigle \$4,633.00 (audit)
Port Loring Home Building Centre \$42.92 (supplies)
North Bay Mat Rental \$49.72
Dianne Feasby \$445.95 (dvd's)
Whitehots Inc. \$183.89 (books)
North Bay Security \$376.29
Purdon's Plumbing & Heating \$527.54 (UV light repair)
Albert Lamb \$350.00 (February cleaning)
Mike Legault \$1335.00 (February Snowplowing & Rink)
Peggy Whitehead \$2,618.00 (Jan-Mar Honorarium and water tests)

The following bills have already been paid

Hydro One 1002.54
Parkland Fuel \$784.89
Bell Canada \$382.06

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

Public Comment

None

Meeting adjourned at 8:14 p.m.

Next meeting will be on April 18, 2019 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on March 27, 2019