



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**

**PO Box 148, Port Loring, Ontario P0H 1Y0**

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**Minutes of Board Meeting March 21, 2024**

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

**Attending:** Kaleb Summers, Pam Dekoter, Mike Legault (arrived 7:09), Lindsay Lemasurier and Peggy Whitehead  
Absent: Dan Feasby

**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 Kaleb at 7:01 p.m.

**Conflicts:** Potential conflict for Kaleb regarding M&T Buchanan

**Minutes** Motion to accept the minutes for the February 15, 2024 meeting by Pam, 2<sup>nd</sup> by Lindsay, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for February 29, 2024. Motion to accept by Lindsay, 2<sup>nd</sup> by Pam, all in favour, motion carried.

**Critical Path:** Tender for grass cutting will be posted. Steve Davis volunteered to put the dock in and replace boards if needed.

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

Bylaw 2024-01 To rescind Bylaw 2016-22 Volunteer, Concussion and Harassment Policies dated May 12, 2016. Motion by Kaleb, 2<sup>nd</sup> by Pam, all in favour, bylaw passed.

Bylaw 2024-02 To approve the Volunteer Management, Concussion and Harassment Policy. Motion by Pam, 2<sup>nd</sup> by Lindsay, all in favour, bylaw passed.

Bylaw 2024-03 Approve the audited financial statements for the fiscal year 2022-2023, the Interim Summary/Budget Report and the Second Request for

payment of the LSB Operating Grant from MND in the amount of \$9,531.00 for the fiscal year 2023-2024. Motion by Pam, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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. 2/3 were completed in the plaintiff case on May 2, 2023, the next court date is October 25, 2023. Lindsay has been asked by a few people on how much we have paid for legal in this case and asked to be noted in the minutes. The cost for the lawyer is \$21,764.32 including tax to date. The court date has been postponed to May 7 & 8, 2024 - **ongoing**.

#### **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. As of June 15, 2023 Pam will call Point North. As of September 21, 2023 Pam will ask Point North for the netting and we will store it at the rink. Pam will see Brian from Point North at court and ask him – **ongoing**.

### **Unfinished from August 17, 2023**

Regarding the suggestions from a property owner with a few ideas for the AC, the Board discussed and said they will look at this for the next budget as it is getting late in the season – **tabled until spring.**

Lindsay will look into getting grants for echargers to see if we could apply. All the information has been sent in and waiting for a reply. Lindsay said he was looking at a Tesla charging station where 15 minutes of charge for 200 km of travel. Only slow chargers available from tesla which are no good to us. Lindsay will be looking at other companies. Lindsay heard from Tesla and said they will require a map/drawing on where we want the echarger before they go any further. Tesla will not work and Lindsay is looking at a place in St.Catharines – **ongoing.**

### **Unfinished from September 21, 2023**

Pam will check with Paul Cameron on filling the holes in the rink from Pickleball. Paul said he would do this before the snow. Mike will get Dave Thier to fill in the holes properly and we will send the bill to Paul – **tabled until spring.**

Lindsay has checked into a price for a new ball diamond and has received a quote from Toronto of \$80,000.00 - \$100,000.00, not including the fill. He will check with more companies – **tabled for spring.**

### **Unfinished from October 19, 2023**

Lorna Davis mentioned that the poles at the ball diamond and hopes that they will either be moved outside the fence or wrapped before baseball starts in 2024. The Board will be looking into this. Lindsay has ordered the foam padding for the poles. Lindsay he is making the foam padding and it will be ready in the spring – **tabled until spring.**

### **Unfinished from November 3, 2023**

Damage to the siding at the rink again. The Board thinks that this is caused by not closing the door and they will look at getting self-closing hinges. Also, Andy Hutchins asked about getting netting for the side of the rink to protect people and cars from pucks. The Board will look into this. Waiting for the hinges to come in – **ongoing.**

### **Unfinished from November 16, 2023**

Dave asked about the doors at the rink, to purchase a frame with the door would be \$800.00 to \$1000.00 per unit. Mike will talk to Dave – **ongoing.**

### **Unfinished from January 18, 2024**

Two letters for directives received from the Health Unit for the water. Lindsay will call the Health Unit and advise the Board. Lindsay is taking the course for the operator of the water system and should be completed next week. Lindsay completed the course but there are more requirements – **ongoing.**

### **Unfinished from February 15, 2024**

The glass on the AED needs replaced – **ongoing.**

Pam has asked on facebook for original pictures of the area to be posted at the ACC. Pam has received some pictures, still looking for more – **ongoing**.

Julie Shaw mentioned a cooling system for the ice rink. Lindsay will check on the cost for this and will also look into curtains for the rink. The cooling system is too expensive and will look into curtains – **ongoing**.

### **Complete from November 3, 2023**

Email from the insurance suggesting recommendations to the policies. The secretary will The secretary has amended the bylaws on policies and the Board said to send it to the insurance to make sure they are okay before we pass a bylaw – **complete**.

### **Correspondence**

1. Emails with complaints regarding the rink.

**Action Required:** Kaleb posted a response on facebook regarding the rink situation, no further action required.

2. Email from a property owner asking if I had shared feedback regarding a letter from OMFRA in the February correspondence of the minutes.

**Action Required:** The secretary replied that I had not gone on their site, but a couple of board members did and said that it was beyond our scope of the LSB, no further action required.

3. Email from a Digital Marketing Analyst regarding the LSB SEO strategy in place if we want to succeed in online marketing.

**Action Required:** None

4. An email for 2024 registration for Library Impact Ontario.

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

5. Email from MTCS for a reminder to complete the 2023 Annual Survey of Public Libraries.

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

6. Email from a property owner asking to resolve the issue with their 911 signs.

**Action Required:** Steve Davis has contacted them and the signs are correct. They mentioned a road sign and Steve informed them the cost and procedure for this, no further action required.

### **Committee Reports**

Library (Kaleb, Dan) Open house at the Library, date TBA. Science North and Ontario Park passes are now available.

Recreation (Lindsay, Mike)

Test holes for more parking and possible ball diamond will be done. Pam will order volleyball nets, frisbee golf and basketball nets.

Fire (Mike, Lindsay)

Mike said the Fire Department has ordered an inflatable house. They received a donation from Caisse Alliance for this.

911(Dan) None

Administration (Pam) None

### **New Business**

None

**Pay Bills:** 14 bills presented to be paid.

Joey Desharnais \$250.00 (computer)  
Albert Lamb - \$417.50 (February cleaning)  
Peggy Whitehead - \$2,153.27 (Honorarium, office & water)  
Thier Renovations - \$1,406.09 (Rink & labour at the ACC)  
Premier Furnace - \$56.50  
Whitehots - \$184.58  
North Bay Security \$91.53  
North Bay Mat Rental - \$74.97  
Dianne Feasby - \$52.69  
Kendall, Sinclair, Cowper, Daigle & Houlden - \$7,006.00 (Audit)

### **These bills have already been paid:**

Hydro One - \$963.97  
Moore Propane - \$743.45  
Bell Canada - \$458.80 (February)  
Bell Canada - \$459.07 (March)  
Motioned to pay bills by Mike, 2<sup>nd</sup> by Pam, all in favour, motion passed.

### **Public Comment**

1. Earl Reading ask if Station 3 Fire Department was up and running as he had to let his insurance know.

**Action Required:** Mike said it was, no further action required.

2. Earl asked about the netting for the ball diamond and the padding for the poles.

**Action Required:** Pam explained that she would ask Point North about this at the court date and Lindsay is making the padding for the poles and should be completed soon, no further action required.

3. Earl said that he has received 2 cheques to attend the court and did not know if he should cash them. He also asked how much have we spent so far on the trial and if we lose do we have to pay their fees?

**Action required:** Pam will check about the 2 cheques and advise. Kaleb said we have paid \$21,764.32 including tax to date. Pam also said that the judge will say what or who pays.

4. Earl also mentioned about the ball diamond and if anything is over \$100,000.00 the Board has to have approval by vote from the community. He also mentioned running/walking track or soccer/football field. NOHFC has grants for this.

**Action Required:** The Board will take this under consideration, but first they have to do the test holes on the ground, no further action required.

5. Julie Shaw asked about grants and if there is a recreation committee.

**Action Required:** The Board asked Julie to make a list of people that would like to be on the committee and bring the list to the Board. The committee has to have one Board member included; no further action required.

6. Lana Reading asked about the pavilion at the rink before she applies for a grant, she wants to make sure that she has the Boards approval.

**Action Required:** The Board said yes to this and it should be near the playground, no further action required.

7. Chris Foreshew asked the Board to review the tender for the rink to make sure that the ice situation will not be done the way it was this year?

**Action Required:** The Board said they would review the tender and Earl Reading suggested that they remove the WSIB requirements, no further action required.

Meeting adjourned at 8:08 p.m.

**Next meeting will be on Thursday, April 18, 2024 at 7:00 p.m.**

*Peggy Whitehead*

Peggy Whitehead  
Secretary/Treasurer

Posted on March 27, 2024