



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting April 16, 2020

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

Attending via teleconference: 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 7:02 p.m.

Conflicts: None

Minutes Motion to accept the minutes for March 19th, 2020 by Gilbert, 2nd by Greg, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for March 31st, 2020. Motion to accept by Gilbert, 2nd by Kerry, all in favour, motion carried.

Critical Path: None

Bylaws, Motions and Notices of Bylaws:

Bylaw 2020-02 One tender received for grass cutting and it was Albert Lamb at \$190.00/cut and trim, \$210.00 if the bank needs cut. Enclosed were the liability insurance and WSIB waiver letter; working on WSIB. The Board agreed to accept his tender and will sign the Bylaw at the next meeting providing he has the WSIB.

Bylaw 2020-03 One Tender received from M & T Buchanan Enterprise at no charge to the Board. The Board agreed to accept the tender, but will not sign a bylaw

until we find out more information from MNDM on the dock or the province lifts the restrictions.

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. Ellen Fox said they need a sign for 70 and 112 has to be moved. Kerry will look into this – **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**.

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. Pam's contact is working from home, but they will look after this when they can return to the office – **ongoing**.

Correspondence

1. Email asking if the LSB has a plan to communicate the threat of the virus to the community.

Action Required: Hilary posted an information paper from the nurses' station on the website, not further action required.

2. Phone call from the West Parry Sound Health Centre asking what organizations we had for help for the COVID-19 pandemic.

Action Required: Pam sent an email saying there is none, she said family and neighbours are helping, also what is open in the community, no further action required.

3. MNDM has advised the Board that they can continue with 4 members until large gatherings are allowed.

Action Required: None

4. Email from Hilary Chambers from the LRBA has sent a letter of support for a Bell application to the CRTC Broadband fund.

Action Required: None

5. Email from MNDM notifying us that JMI Designs is now making masks to help with the COVID-19 pandemic.

Action Required: None

6. Email from MNM saying the provincial government is looking for local businesses to help with the COVID-19 pandemic.

Action Required: None

7. Email from a volunteer in a crafts program asking the Board to post a link on our website.

Action Required: The Board replied that they could not post this on our website, no further action required.

8. Received the tax levy of \$356,122.43 on April 6, 2020.

Action Required: None

9. Letter from MOF saying that tax payments can be deferred 90 days if tax payers need more time.

Action Required: This has been posted on the website and facebook, no further action required.

10. Update from MNM representative saying the Northern Ontario Heritage fund has extended the application until June 30, 2020.

Action Required: None

11. Email from MTCS has extended the 2019 Annual Survey of public libraries to August 15, 2020.

Action Required: Forwarded this to the library, no further action required.

12. Email from Cambrian Insurance wanting to confirm that the buildings are not vacant that they are checked regularly.

Action Required: Kerry and Greg will check every couple of days and keep a log book, no further action required.

13. Dividends from Cassie Populaire of \$142.06 deposited in April.

Action Required: None

14. Email from the Office of the Employer Adviser a notice saying that they are there to help.

Action Required: None

15. Email about the landfill schedule on our website under community links that was outdated.

Action Required: The Board said to get an update from a landfill board member, no further action required.

16. Email about a teleconference regarding the work on the Ess Narrows and Commanda Creek Bridge.

Action Required: None

Committee Reports

Library (Pam) Closed until school reopens. They were working on free libraries before the school closed, where small plexi-glass containers will be placed throughout the community and books that usually go to Trash & Treasure will be put in there to read, and maybe this will increase the flow to the library.

Recreation (Kerry, Greg) ACC and AC are closed. Playground is wrapped with caution tape. Greg said they are checking the area regularly.

Fire (Gilbert) Fire training is cancelled. Only 2 people can do vehicle checks at a time.

911 (Kerry) Kerry will finish the SOP and forward to the Board.

Administration (Pam) Pam will look into the Heritage Fund since it has been extended.

New Business

Kerry will look into a tender for removing the old air conditioners and boxed in the air ducts.

The Board discussed the poles at the ball diamond. Kerry will call Point North for a price on moving the poles inside the fence. Pam will get a cost for wrapping the poles.

Pay Bills: 6 bills presented to be paid.

Port Loring Home Building Centre \$27.10
Buchanan Hardware \$16.94
Albert Lamb \$325.00 (March cleaning)
Hydro \$1,083.20
Argyle Fire Department \$250,552.00 (contract)
Airco, an Ainsworth Co. \$41,312.44 (HVAC, the Board said to sign the cheque but wait for confirmation that it is complete)

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

Public Comment

None

Meeting adjourned at 7:39 p.m.

Next meeting will be on May 21, 2020 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on April 23, 2020