



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting April 18, 2019

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

Attending: Debbie Keetch, Gilbert Moore, Earl Reading, Larry Bain, Tanya Buchanan 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 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 7:03 p.m.

Conflicts: Tanya when we bring up the dock tender

Minutes Motion to accept the minutes of March 21, 2019 by Earl, 2nd by Larry, 3 in favour, Tanya abstained, motion carried.

Financial Report: Peggy presented the financial statement for March 31, 2019. Motion to accept by Tanya, 2nd by Larry, all in favour, motion carried.

Critical Path: None

Bylaws, Motions and Notices of Bylaws:

Bylaw 2019-05 Rescind Bylaw 2018-02 Argyle Fire Department to install 911 signs. Motion by Gilbert, 2nd by Tanya, all in favour, bylaw passed.

There were 2 bids for grass cutting, Mike Legault \$165.00/cut and Albert Lamb \$185.00/cut or \$205.00/cut if the slope and ditch needs cut. The majority of the Board awarded the to Albert Lamb.

Bylaw 2019-06 Enter into contract with Albert Lamb for grass cutting at the Activity Centre, Argyle Community Centre and the Ball Diamond in

Arnstein, will commence when needed and will end September 30, 2019. The rate paid shall be \$185.00/cut or \$205.00/cut if slope and ditch needs cut. Motion by Earl, 2nd by Larry, 3 in favour, Gilbert opposed, bylaw passed.

There was one bid for the dock and it was by M & T Buchanan Enterprises Inc. at no charge.

Bylaw 2019-07 Enter into a contract with M & T Buchanan Enterprises Inc. to operate the LSB Dock on Wilson Lake, Port Loring and will end September 30, 2019. The rate paid shall be no charge. Motion by Larry, 2nd by Earl, 3 in favour, Tanya abstained, bylaw passed.

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. There will be a bylaw to be discussed at the May 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. As of April 18th, the swimming instructors have completed their certification and will prepare a plan according to the insurance guidelines and will submit to the Board for their approval.

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. The floor plan is complete and will submit this to OFM for their approval – **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, should be ready for the May meeting – **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. Debbie will get quotes from the fencing companies for the ball diamond and will ask them about a chain link fence.

Complete 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. The Board decided that the Board can vote on tenders providing they declare a conflict. The secretary will provide a bylaw for the next meeting. Telecommunications, the Board will work on a bylaw for the next meeting based on if it is necessary for the member to attend for a quorum or if it is necessary for the whole Board to vote.

Complete from March 21, 2019

Phone call from the OPP regarding the CERB contract and wanted to confirm the population, Tanya has contacted MPAC and they could not help. Called the OPP and they said that we have been going with this amount as permanent residences of 700 since 2002. A bylaw will be on the agenda at the next meeting.

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. The technician was in and said that since we did not have one bar this will not work properly.

Correspondence

1. Almaguin Adult Learning Centre with their April calendar and a copy of their 2018 impact report.

Action Required: None

2. Question from the Health Unit asking who looks after the Port Loring Water Plant.

Action Required: Patti O'Handly will advise the secretary know and inform the Health Unit, no further action required.

3. Question asked if Argyle Fire 3 is shuttletank accredited.

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

4. Interest bonus from Caisse Populaire of \$175.77 and a flyer for a contest.

Action Required: None

5. A new directive from the Health Unit for safe drinking water at the AC to be tested every 3 months.

Action Required: None

6. Letter from McIntosh Perry for a notice of Study Commencement regarding detailed design for rehabilitation of the Ess Narrows Bridge and to send comments by April 30, 2019.

Action Required: None

7. Almaguin Adult Learning Centre will help apprentices in reaching their goals.

Action Required: None

8. Email from the Minister of the Solicitor General regarding Animal Welfare Survey.

Action Required: None

9. Email from a lawyer asking about buildings and zoning.

Action Required: The secretary said there is no building permits as this is unorganized and for zoning to call the Almaguin Planning Board, no further action required.

10. Clerk from Northern 911 (an alarm monitoring company) asking if we have any policies or bylaws for false alarms.

Action Required: The secretary will advise that there are none, no further action required.

11. Email offering the opportunity to advertise our products and services.

Action Required: None

12. Email from the OFM regarding WHMIS 2015 Training for NFPP.

Action Required: Forwarded to the Fire Department, no further action required.

13. Payment of \$387,545.07 will be deposited April 18, 2019.

Action Required: None

Committee Reports

Library (Earl) Book Fair will be coming up, date to be advised. A letter sent to the Library informing them that they could be losing some funding.

AC (Gilbert & Earl) Debbie said she is still waiting on M-W Fencing to reply and has contacted a place in Sudbury and they require measurements. Regarding the WIFI with the mesh system, the tech said they are not made for outside and will have to be replaced every couple of years. Quoted on an omni-directional wifi booster that should be installed 2 feet above the office and will reach all the LSB property at around \$500.00, which is less than the mesh.

ACC (Larry) Budgeted the ACC repair at \$40,000.00 and it was around \$4,000.00 including the repairs and engineers.

Fire (Tanya) Meeting tabled until April 24, 2019.

911 (Gilbert) Andy Hutchins returned the 911 sign installation equipment and Larry volunteered to install the signs. The secretary will forward the list to him.

Website (Debbie) None

Events/Grant (Debbie)
None

New Business

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. Asking the community for input or if they want to be on the committee they can contact either one of the 4 above. Debbie will check with the insurance to make sure they are covered and MNR to see how much they will give for signage and supplies.

Pay Bills: 14 bills presented to be paid.

WSIB \$101.34 (yearly fee)
Argyle Lions Club \$157.30 (hams)
The City of Thunder Bay Provincial Taxes \$73.58
Port Loring Home Building Centre \$135.75 (supplies)
North Bay Mat Rental \$49.72
Dianne Feasby \$202.20 (dvd's)
Whitehots Inc. \$195.65 (books)
Albert Lamb \$375 (March cleaning)
Mike Legault \$760 (February Snowplowing & Rink)
Bain Construction \$339.00
The following bills have already been paid
Hydro One 799.62
Parkland Fuel \$783.52
Bell Canada \$371.11
The City of Thunder Bay Provincial Taxes \$73.12
Motioned to pay bills by Tanya 2nd by Larry, all in favour, motion passed.

Public Comment

1. Mike Legault thanked the Board for donating the hall for the Senior's appreciation dinner and for donating the hams.

Action Required: None

2. Andrew Sargent asked about the WIFI at the AC if there would be any restrictions.

Action Required: Debbie will check into this.

3. Albert Lamb thanked the Lion's for their cleanup after the senior's dinner.

Action Required: None

Meeting adjourned at 8:04 p.m.

Next meeting will be on May 16, 2019 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on April 25, 2019