



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting May 19, 2022

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

Attending: Pam Dekoter, Greg Schippers, Kaleb Summers, Kerry Booth and Peggy Whitehead
Absent: Mike Legault

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 7:00 p.m.

Conflicts: Potential conflict by Kaleb regarding M&T Buchanan

Minutes Motion to accept the minutes for the April 21, 2022 meeting by Kerry, 2nd by Greg, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for April 30, 2022. Motion to accept by Kaleb, 2nd by Greg, all in favour, motion carried.

Critical Path: There will be no tender for the dock as Steve Davis has volunteered for this.

Bylaws, Motions and Notices of Bylaws:

There were no tenders received and the secretary will repost.

Unfinished Business:

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 check into this to determine what is required. Kerry will get a quote for what we will require. Mike said the reasoning for this as they thought this could be a warming/cooling centre if the Legion runs out of room in a crisis. Greg will get a quote from Riverside Electric. No luck with Riverside, Greg and Mike will look elsewhere. Gilbert said to check with Earl Reading as he has a contact. Kerry mentioned that it should be secure and wired in. Two contractors to come in the week of August 23, 2021 to quote. Kerry got a quote for a 48 KW from Sommers Generator Systems at \$34,500.00 plus tax and the installation around \$6,000.00. For the 48 KW if the AC is running there would be a high hydro spike. The other quote for a 35 KW is \$29,824.00 plus tax and the same to install. We can only run this with one AC unit running. Kerry said he will get another quote next week. Kerry said another contractor quoted around \$40,000.00. Kerry said one was coming in next week for a site visit before he quoted. The Board agreed to proceed. Kerry will get another quote from a local contractor – **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. 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, 2nd 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 - **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. The Board discussed advertising, Kerry asked a couple of townships and one has a bylaw, but they have to ask approval and one has no bylaws. Discussion on advertising versus recognizing donations, Pam will contact Lana Reading for a copy of the drawings for the gazebo and forward to the Board. Kerry said that in Victoria they have tables and benches the same in each park and they do advertise, but the signage is the same size in all parks. Gilbert and Pam said they have this in other areas. The Board will discuss a draft to be ready for the next meeting. Board will be working on a SOP. Kerry has a bylaw from Powassan and will forward this to the Board for their review. The Board discussed and is looking at no commercial advertising, only signs for donations which will have to be maintained by the owner - **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. Greg will purchase the bolts in the next term and some extra to keep on hand. Mike said there are about 110 bolts missing, Greg will purchase 200. Mike will check to see where he can purchase the bolts and get the cost for the budget. Greg said most of the bolts had broken off and will have to drill them out. This is not an issue for now as the boards are secure and will look at this in the warmer weather to drill the broken bolts out. Also, Pam asked about the two lights at the rink that were out. A tender will be done for the bolts and lights – **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. Kerry has Joe Whitmill's contact for maps and needs the parcels for the properties, the secretary will get the parcels and advise. Kerry will call them and if they say no higher than \$200.00, he will tell them to go ahead – **ongoing**.

Unfinished from September 17, 2020

The Board discussed the poles and Pam received two quotes from A&L Line Construction for \$18,770.00 and Aultman Rental \$18,256.70 all plus tax. The Board decided that the 3 poles close to the ACC are not needed and Kerry will get a quote to remove the other 2 and to move the fencing inside the 4 poles. The Board all agreed to go ahead with this. The cost to remove the 2 poles will be around \$100.00. Kerry will call the contractor for the netting to find out when they can install. The poles are down and waiting for netting. Kerry will get an estimate to move the fence. Kerry will check into the pole depth with Aultman's. 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 - **ongoing**.

Unfinished from January 20, 2022

The secretary will check with Argyle Farmers Market to get the 2nd changeroom cleaned out. Mike took one load to the dump, but the Board said to get the rest and only keep what the Board can use. Mike said it is almost empty – **ongoing**

Unfinished from February 17, 2022

Albert Lamb said there is no heating vents in the washrooms. The Board will look into this. Kerry will call the person that installed the HVAC – **ongoing**.

Unfinished from March 17, 2022

Kaleb will check on the Library agreement. WHMIS will be required for Library volunteers; Kaleb will look into an online course for the volunteers. A question on a penalty for books that are not returned and the NNDSB wants a 5-year agreement. The Board said the library can decide the penalty as they do not get any budget from MNDM, the Library gets their

income from grants. The Board said it will be okay to sign a 5-year agreement since there is no money exchange. Kaleb will get the final agreement and advise the Board – **ongoing**.

Unfinished from April 21, 2022

OPP and Bell NG-911 information session on April 13th and Bell emailed our new service agreement for the Boards approval. Bell representative will either come in or teleconference to explain the agreement to the Board – **ongoing**.

There was a recommendation to service the UV system. The Board will discuss this at the next meeting. The Board will discuss with Albert to see if he can do this – **ongoing**.

Greg is looking into getting wood chips for under the playground equipment – **ongoing**.

Kerry will order more signs for the dock – **ongoing**.

Complete from April 21, 2022

A property owner discussed their concerns with regard to air quality coming from a neighbouring building. Pam said this is not in our powers, but said she would call the Health Unit to see if there is anything that can be done. Pam has called Health Canada and MOE regarding this and they referred her to the website for a form where she can make her concerns.

Correspondence

1. An email asking about building septic beds for a camp ground.

Action Required: The secretary has forwarded the letter regarding building in an unorganized township, no further action required.

2. An email about a mangled/unreadable sign at the intersection of Pine Grove Road and Hwy 522.

Action Required: The secretary will forward to MTO, no further action required.

3. An email asking about installing a permanent outhouse.

Action Required: The secretary referred them to North Bay-Mattawa Conservation Authority, no further action required.

4. An email asking about the Port Loring Cemetery.

Action Required: The secretary has forward this to Mike Clapperton, no further action required.

5. Email from the Farmer's Market asking if the room is cleaned out and that they can view the room on June 12th.

Action Required: The Board said this is okay, no further action required.

6. An online round table discussion regarding transportation options for rural residents on May 12th at 7 p.m.

Action Required: None

7. Email asking about bylaws for shooting guns and boat launches.

Action Required: The secretary has referred them to the MNRF, no further action required.

8. Email asking for a burn permit.

Action Required: The secretary has forward this to the fire department, no further action required.

9. Email asking for a committee of adjustments for a property they have purchased.

Action Required: The secretary has replied to contact the owner or the real estate agent, no further action required.

10. Email asking the steps required before they build a road.

Action Required: Kerry has contacted the owner, no further action required.

11. An email asking if the Senior's exercise class could be held at the rink from mid-June to mid-September.

Action Required: The Board said this would be no charge and the secretary will let them know, no further action required.

12. An email from 911 modifications and corrections team said a survey to filled out will be coming soon.

Action Required: The secretary will fill out the survey when received, no further action required.

13. An email from a property owner asking if they could schedule pickleball at the rink for the summer season.

Action Required: The secretary will confirm that they have insurance.

Committee Reports

Library (Kaleb) June 6th will be their last meeting until September.

Recreation

(Greg, Mike)

Albert Lamb said that there are some holes that needs to be filled at the ball diamond. The Board said for Albert to go ahead.

Fire (Mike, Kerry)

Kaleb asked why no one was attending the director's meetings. Pam indicated that earlier this year Andy Hutchins said there was no need to have a Board rep unless there is a problem then they will contact the Board for someone to attend.

911(Kerry)

Clelland Road, Kerry said that MTO would supply the intersection 911 sign, but not for individual signs.

Administration

(Pam)

None

New Business

None

Pay Bills:

9 bills presented to be paid.

Bell Canada – \$405.19

Steve Davis - \$900.00

Peggy Whitehead - \$1,197.70 (Honorarium, office supplies, water test)

Albert Lamb - \$467.50 (April cleaning)

Whitehots Inc. – \$123.42
Dianne Feasby - \$66.45
Fire-Alert – \$275.70
Port Loring Home Building Centre - \$416.65

The following have already been paid

Hydro One \$624.98

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

Public Comment

1. Marla Booth asked if the person asking about pickleball could paint the lines.

Action Required: The Board said they could, but to let someone on the Board know when they are doing this. If they put tape down then it will have to be removed each time. The secretary will ask the people that are organizing this event, no further action required.

2. Linda Albright said they are having Canada Day Week and asked if this could be on the sign. Linda said their last meeting would be on June 1st for organizing the event. She also asked if the Board would donate for this event.

Action Required: The Board said they would discuss this at the next meeting.

Meeting adjourned at 7:59 p.m.

Next meeting will be on Thursday, June 16, 2022 at 7:00 p.m.

Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on May 26, 2022