



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT  
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Minutes of Board Meeting May 20, 2021

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

**Attending by teleconference:** Pam Dekoter, Gilbert Moore, Greg Schippers, Mike Legault, 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 7:00 p.m.

**Conflicts:** None

**Minutes** Motion to accept the minutes for April 15th, 2021 meeting by Mike, 2<sup>nd</sup> by Greg, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for April 30th, 2021. Motion to accept by Kerry, 2<sup>nd</sup> by Mike, all in favour, motion carried.

**Critical Path:** None

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

There were no tenders received for the dock, therefore Kerry and Steve Davis volunteered to install the dock the first week of June. In the meantime, Kerry will make sure it is secure where it is now.

#### **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 – **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. As of May 16<sup>th</sup>, Gilbert suggested getting a flex beam to be put up by the playground for child safety. Motion to move forward with this by Gilbert, 2<sup>nd</sup> 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. Kerry will check to see what length of flex beam will be required. Gilbert has decided against the flex beam as it is too harsh. He will get an estimate for the cost of cedar of pressure treated barrier for the next meeting. Gilbert checked and wood is not acceptable, still looking at a chain link fence. Cathy Thompson mentioned that Trillium Fund might be able to help with the chain link fence. Pam will check into this. Kerry mentioned getting balance beams instead of the chain link fence. Greg will get quotes along with the swing set. Greg will have the quotes for the next meeting – **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 MNM said there could be funding coming up for this. Pam will call MNM and check. In the spring the Board will check with local contractors. Since it is difficult to get clean fill from contractors the Board will decide at the next meeting on whether they will put a tender out – **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, 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 - **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 - **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 is 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—**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**.

#### **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 – **ongoing**.

#### **Unfinished from January 21, 2021**

A sign on Seagull Lake Road is not a proper 911 sign and Kerry will look into this - **ongoing**.

#### **Unfinished from April 15, 2021**

Kerry asked what wording the Board wanted for the signage by the dock. No overnight parking, parking on dock 2-hour limit, no alcohol. A garbage can will be placed there and will ask Albert to pick it up when he does a dump run. Al Dare has volunteered to monitor the dock and the Board agreed as he is close to the dock. Kerry forwarded a list to be printed on the sign and this will cost around \$500.00. The sign will be 4'x4' and will get 3 small signs for around the dock. The sign will say 7 a.m. to 11 p.m., no overnight parking for cars or boats, no camping, no alcohol, no loud music, no dumping of garbage. This site is used as a water supply for the Argyle Fire Department. Unattended vehicle parking is not permitted. Please respect this property as well as our surrounding neighbours. Greg mentioned it should say no smoking. Swimming and fishing are allowed – **ongoing**.

## Correspondence

1. Email asking if we have a map that shows land parcels.  
**Action Required:** The Board suggested they check online or the MNR, no further action required.
2. Email asking about building and septic permits.  
**Action Required:** The secretary said there were no building permits, but they would have to contact the North Bay Mattawa Conservation for a septic permit, no further action required.
3. Email with questions on 911, driveway and building permits.  
**Action Required:** The secretary said there are no building permits in an unorganized area, \$200.00 for a 911 sign and to contact LRB regarding driveway, no further action required.
4. Email from a lawyer asking who to send a change of ownership as they had to notify a municipality.  
**Action Required:** The secretary said that new ownerships have to go through MPAC. If there is a 911 number on the property, they could give us the new ownership for the 911 database, no further action required.
5. Email asking about land transfers and severances.  
**Action Required:** The secretary said they would have to contact the NAPB, no further action required.
6. Email asking about online school at the rink.  
**Action Required:** The secretary said that the Board suggested the outside building at the school, no further action required.
7. Email with a question on purchasing waterfront section on their property.  
**Action Required:** The secretary said to contact MNRF, no further action required.
8. Email from Bell with an Ontario Advisory Notice for updating procedures for emergency and safety hazards involving Bell cable facilities.  
**Action Required:** None
9. Email with a question on what city do they follow for snow loads.  
**Action Required:** The secretary said they should take an average of North Bay and Parry Sound as we are in the middle, no further action required.
10. Email from a property owner had the following questions, if he could speak regarding dock tenders at the meeting, what the Fire Department does with trucks taken out of service and about a road at Seagull Lake Road and Hwy 522, no further action required.  
**Action Required:** The secretary replied that yes, he could speak at the meeting, to contact the Fire Department regarding trucks and to contact LRB regarding the road, no further action required.
11. Email asking which fire hall would respond in an emergency.  
**Action Required:** The secretary has forward this to the Fire Department, no further action required.

12. Email from MP Scott Aitchison's office asking for emails for the board as they were updating their contact information.

**Action Required:** The secretary said that all emails come to the secretary and will be forwarded to the Board member. The Board members are only in for a year term, no further action required.

13. Email with an Emergency Social Services Initiative Final Report.

**Action Required:** None

14. Email from MTCS looking for nominations for the Lincoln M. Alexander Award.

**Action Required:** None

15. Email from MNM for a Canada's Artists and Content Creator Economic Survey.

**Action Required:** None

16. Email with a question on whether we could sign for a liquor license as a building agency.

**Action Required:** The Chair signed this, but said we are in an unorganized area, no building permits or local bylaws.

17. Email from a property owner with concerns as the dock is still in its winter location.

**Action Required:** Kerry will make sure it is secure and will be moved the first week of June, no further action required.

18. Email from Office of the Employer Adviser with Important WSIB Updates.

**Action Required:** None

19. Email with a question on whether their comments will be in the minutes and about tenders.

**Action Required:** The secretary said the comments would be in the minutes and the tenders are opened at the meeting and then the board discusses, no further action required.

20. Letter from Intact notifying the LSB that they have changed the name from Frank Cowan to Intact Public Entities Inc.

**Action Required:** None

21. Email from Cambrian Insurance advising us that they have joined the BrokerLink family.

**Action Required:** None

Mike said that in addition to no building permits the secretary could let them know to contact MTO to find out the road allowance and to follow the Ontario Building Code. Going forward the secretary will add this to a reply.

### **Committee Reports**

Library (Pam)          None

Recreation            None  
(Greg/Mike)

Fire (Gilbert)        None

911 (Kerry)           None

Administration  
(Pam)                  None

**New Business**        None

**Pay Bills:**            9 bills presented to be paid.

Albert Lamb \$283.75 (April cleaning)  
Peggy Whitehead \$256.95 (office supplies & water test)  
OnConference \$52.60  
Fire-Alert \$129.93  
Whitehots \$125.20  
Steve Davis \$600.00  
Bell Canada \$388.02

**The following have already been paid**

Hydro One \$359.97  
Bell Canada \$388.02

Motioned to pay bills by Kerry ,2<sup>nd</sup> by Gilbert, all in favour, motion passed.

**Public Comment**

1. Mark Bowlby had a few questions regarding the dock:  
Why was tender reposted when there was a bid from Buchanan's? Kerry replied that the bid did not meet the requirements of the tender so it had to be reposted.

In previous years Buchanan's had been given the contract for the dock and wondering why Al Dare was repairing the dock and Buchanan's was not notified? Pam said that a few boards needed repaired and a community member volunteered to replace the rotted boards for safety purposes. Kerry said the maintenance was not specified in the contract for Buchanan's, but will be if the Board decides to do this again in the future. Pam allowed that it may have been appropriate to notify the contractor of the Boards' concern regarding maintenance issues before having the dock repaired.

Question on Al Dare's responsibility for the dock and is it a paid position? Al's responsibility is to monitor the dock and if someone is parked there overnight, he should notify the Board. Al will not be paid; he will be volunteering.

Boat insurance, do they have to show proof? Kerry responded that the Board has no intention of getting into the business of renting slips at the dock.

Who should he contact for concerns at the dock? Pam indicated that, while we have limited ability to directly deal with unacceptable activity on the dock, he is free to contact one of us to report his concern. He should also contact the OPP if there is unacceptable activity at the dock.

Kerry said the dock has not been secured properly at the shore for the past few years and will be attached properly this year so as to prevent further damage to the structure. As a result, the dock will be about 2-3 feet closer to shore.

Mike said that a letter that is in the file said the LSB is to operate the dock so that it is available for the entire community.

Tom Dellandrea volunteered to cut the grass and Kerry said if he wanted a marker for the property line the LSB would split the cost with him.

Meeting adjourned at 8:05 p.m.

**Next meeting will be on June 17, 2021 at 7:00 p.m.**

Prepared By  
*Peggy Whitehead*  
Peggy Whitehead  
Secretary/Treasurer

Posted on May 31, 2021