



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT  
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**Minutes of Board Meeting May 21, 2020**

The minutes can also be viewed on our website: [www.loringslb.com](http://www.loringslb.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 7:01 p.m.

**Conflicts:** None

**Minutes** Motion to accept the minutes for April 16th, 2020 by Gilbert, 2<sup>nd</sup> by Greg, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for April 30th, 2020. Gilbert said to make sure that North Bay Mat Rentals are not coming in to the ACC. Motion to accept by Kerry, 2<sup>nd</sup> by Greg, all in favour, motion carried.

**Critical Path:** None

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

**Bylaw 2020-02** Enter into a 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, 2020. The rate paid shall be \$190.00/cut and \$210.00/cut when the bank needs cut. Motion by Greg, 2<sup>nd</sup> by Gilbert, all in favour, bylaw passed.

**Bylaw 2020-03** 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, 2020. The

rate paid shall be no charge. Motion by Kerry, 2<sup>nd</sup> by Gilbert, all in favour, bylaw passed.

**Bylaw 2020-04** Approve the audited financial statements for the fiscal year 2018-2019, the Interim Summary/Budget Report and the Second Request for payment of the LSB Operating Grant from MNDM in the amount of \$9,530.47 for the fiscal year 2019-2020. Motion by Kerry, 2<sup>nd</sup> by Gilbert, all in favour, bylaw passed.

### **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. Kerry will check with Parry Sound as couple he checked do not put numbers on lakes. Pam asked if we are going to have an audit on one area as discussed in the fall or table this for the new Board - **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 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 – **tabled until June 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 17<sup>th</sup>, 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**.

#### **Unfinished from April 16, 2020**

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

The Board discussed the poles at the ball diamond. Kerry will call Point North for a price on moving the fence inside the poles. Pam will get a cost for wrapping the poles. **Kerry will get a price from a couple of contractors – ongoing.**

#### **Correspondence**

1. Email asking if there were any restrictions on serving gas at a boat launch.

- Action Required:** Secretary emailed a list of essential workplaces, no further action required.
2. Letter from Bell regarding the Next Generation 911 that they have extended their launch date due to the COVID-19 to a preliminary new launch date of March 30, 2021.  
**Action Required:** None
3. An email wanting to obtain a fire department patch.  
**Action Required:** Forward to the fire department, no further action required.
4. Bell 911 asking to verify a road.  
**Action Required:** The secretary answered, no further action required.
5. Email asking under normal circumstances are you able to drive down Lost Channel and Forest Access Road.  
**Action Required:** Kerry replied there is a 2 KM stretch of the road that is restricted and the MNRFP patrol this area and will charge people that use it, no further action required.
6. Email asking what the fire ban is in our area.  
**Action Required:** Forward to the Fire Department, no further action required.
7. Two phone calls asking to rent the kitchen.  
**Action Required:** The secretary said no as it is not an essential service, no further action required.
8. The minutes from Tulloch Engineering for the teleconference for the MTO contract for bridges.  
**Action Required:** None
9. Two emails asking if boat launches are open.  
**Action Required:** The secretary replied that if the boat launches are on crown land then it is open, no further action required.
10. Email asking about landfills and how to get their mail.  
**Action Required:** The secretary told them the schedule for the landfill and the location of the post offices, no further action required.
11. Mike Legault sent me the summer schedule for the landfills.  
**Action Required:** The secretary had this posted on the website, no further action required.
12. Email asking about roadside brushing.  
**Action Required:** The secretary referred to the Local Roads Board, no further action required.
13. Request to sign on to our library overdrive account.  
**Action Required:** Forward to the library, no further action required.
14. Two requests for 911 signs.  
**Action Required:** The secretary answered, no further action required.
15. An email from the Farmer's market asking the Board if they could open if the restrictions are lifted.  
**Action Required:** The Board will have to check to get more clarification.
16. Email asking who he could hire to brush hog a meadow.  
**Action Required:** The Board said to check with local farmers, no further action required.

## **Committee Reports**

Library (Pam)      Library is still closed, nothing to report

Recreation  
(Kerry, Greg)      Shane Hamilton will be in to check the pump at the AC. Kerry will check with Ainsworth regarding the paperwork for the new HVAC.

Fire (Gilbert)      None

911 (Kerry)      None

Administration  
(Pam)      Pam checked out the Ontario Heritage Fund grant information and it doesn't seem to be anything we could qualify for.

## **New Business**

Gilbert suggested getting quotes for insurance so the new Board can make a decision for the next term.

## **Pay Bills:**

9 bills presented to be paid.

Fire-Alert \$107.33  
OnConference \$51.74  
North Bay Mat Rental \$74.58  
Albert Lamb \$312.50 (April cleaning)  
Kendall Sinclair \$5,198.00 (Audit)  
Peggy Whitehead \$1,690.19 (April & May Honorarium, water test, postage)  
Bell Canada \$388.06 (May)

The following bills have already been paid

Hydro \$705.95  
Bell Canada \$388.06 (April)

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

## **Public Comment**

None

Meeting adjourned at 7:32 p.m.

**Next meeting will be on June 18, 2020 at 7:00 p.m.**

Prepared By  
*Peggy Whitehead*  
Peggy Whitehead  
Secretary/Treasurer

Posted on May 26, 2020