



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
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**Minutes of Board Meeting June 16, 2022**

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

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

Phaedra Van Buuren representing Bell Canada

#### **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

Phaedra presented the NG-911 agreement for the Board. The difference in the 911 agreement to the NG-911 it is going from land based to IP service. We will still have to identify why we are calling and where we are calling from. There may be a fee to residents if the PSAP (Public Safety Answering Point) if they went to a third backup. The agreement for PSAP covers 2, a primary and one backup. Bell will not cover a third backup. The service fee might change for landline and cell phones. Phaedra said our service will remain the same, there will be changes behind the scene. The Board will make a bylaw to accept the new agreement.

**Minutes** Motion to accept the minutes for the May 19, 2022 meeting by Kerry, 2<sup>nd</sup> by Kaleb, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for May 31, 2022. Motion to accept by Kaleb, 2<sup>nd</sup> by Kerry, all in favour, motion carried.

**Critical Path:** None

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

There were no tenders received.

### **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, 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. 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. Kerry said he will get a couple of quotes for the lights and email them to the Board. Albert said there is a spare light at the rink. Kerry will check the boards at the rink to see what can be done – **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. Point North said they would not guarantee that it would be safe and the netting would fail - **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 MNM, 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 – **tabled until September.**

### **Unfinished from April 21, 2022**

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. Signs have been ordered – **ongoing.**

### **Unfinished from May 19, 2022**

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 1<sup>st</sup> for organizing the event. She also asked if the Board would donate for this event. The Board said they would discuss this at the next meeting. The secretary will send a message and ask what they need it for and advise the Board – **ongoing.**

### **Complete from January 20, 2022**

The secretary will check with Argyle Farmers Market to get the 2<sup>nd</sup> 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. Mike has emptied the room and they asked if they could use the ladder and ramps. The secretary will advise them that they are in the utility room.

### **Complete from April 21, 2022**

OPP and Bell NG-911 information session on April 13<sup>th</sup> 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.

### **Complete from May 19, 2022**

An email from a property owner asking if they could schedule pickleball at the rink for the summer season. The secretary will confirm that they have insurance. If they do not schedule a certain day/time to play they can play whenever they want except when the rink is rented out. I said to check the events on the website and that will say what is booked. They also asked if they could paint lines for 3 courts and the basketball net? The Board said they would provide the paint if they would do the lines. The Board that was present all agreed.

### **Correspondence**

1. An email on how to get tax information.

**Action Required:** The secretary referred them to MOF, no further action required.

2. An email asking if we had bylaws for door to door or door hanger distribution for a telecommunication company to promote its services to residents.  
**Action Required:** The secretary replied that the LSB has no bylaws dealing with this, no further action required.
3. An email asking for a burn permit.  
**Action Required:** The secretary has forward this to the fire department, no further action required.
4. An email for a contact for the North Road Landfill.  
**Action Required:** The secretary has forward this to Mike Legault, no further action required.
5. An email asking if we had official plan or zoning of a property for them to do an appraisal.  
**Action Required:** The secretary said we do not have this, no further action required.
6. An email for using the rink for an open-mic event for residents to enjoy and participate musical talents.  
**Action Required:** The secretary asked when and if they had insurance, but no reply. The secretary will send an email to our insurance to see if they will cover this.
7. An email asking to speak at a council meeting regarding a survey to gather information about living in the Almaguin region.  
**Action Required:** The Board said they could at the July meeting, the secretary will advise, no further action required.
8. An email advising the Board that our new MNM representative is Trista Porter.  
**Action Required:** None
9. An email requesting to put on our website that Britt is having a community fun day on August 6 with a car show, events, etc.  
**Action Required:** The Board said they can post notices in the area, no further action required.

### **Committee Reports**

Library (Kaleb)      They had their final meeting in June and the next will tentatively be on September 12, 2022.

Recreation  
(Greg, Mike)      None

Fire (Mike, Kerry)      None

911 (Kerry)      None

Administration  
(Pam)      None

### **New Business**

None

**Pay Bills:** 12 bills presented to be paid.

Bell Canada – \$405.19  
Albert Lamb - \$1,015.00 (May cleaning & grass cutting)  
Whitehots Inc. – \$182.42  
Dianne Feasby - \$52.03  
North Bay Mat Rental - \$74.58  
Buchanan Hardware - \$355.49  
Port Loring Home Building Centre - \$343.03  
North Bay Security - \$88.14  
Lone Wolf Property Services - \$390.53  
Booth Service Centre - \$324.76 (chain for dock)

**The following have already been paid**

Hydro One \$278.05  
Moore Propane \$672.285

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

**Public Comment**

1. Albert said he needs more topsoil for filling holes on the grounds.

**Action Required:** Kerry will get another load of topsoil, no further action required.

2. Kerry was asked by a local resident who had a question regarding an invoice received from MTO for reimbursement of the cost to the Fire Department for traffic control at a recent vehicle accident on Hwy 522.

**Action Required:** Pam will ask the Fire Department board about this and advise the Board.

Meeting adjourned at 8:04 p.m.

**Next meeting will be on Thursday, July 21, 2022 at 7:00 p.m.**

*Peggy Whitehead*

Peggy Whitehead  
Secretary/Treasurer

Posted on June 24, 2022