



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
PO Box 148, Port Loring, Ontario P0H 1Y0
secretary@loringsb.com (705)757-3947

Minutes of Board Meeting June 18, 2020

The minutes can also be viewed on our website: www.loringsb.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 May 21st, 2020 by Greg, 2nd by Gilbert, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for May 31st, 2020. Motion to accept by Gilbert, 2nd by Kerry, all in favour, motion carried.

Critical Path: None

Bylaws, Motions and Notices of Bylaws:

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. Parry Sound procedure would mean you have to start at the beginning with new numbers. Steve Davis has a topographic map and is able to determine the 911 signs on islands and lakes. Kerry will have a meeting with Andy Hutchins, Steve Davis, someone on the ambulance to finish the SOP in the next couple of weeks and will forward to the Board for their approval. The secretary will send a copy of the data base to Kerry and Steve. Pam mentioned the 1000 series signs, some need replaced, some missing or poles to be fixed. Kerry will ask Steve Davis to check them, change if needed and ask what his fee will be - **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 16th, Gilbert suggested getting a flex beam to be put up by the playground for child safety. Motion to move forward with this by Gilbert, 2nd 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 – **tabled until July 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 17th, 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. The Board decided that they will wait until MNDM gets back to us on whether the Board is allowed to maintain the launches for safety – **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 – **tabled for the next Board.**

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. The Board has not heard anything from Buchanan's; Pam will send a letter to follow up – **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 – **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. H.J. Brooks said it would be around \$500.00 to \$1000.00 to move a pole. The Board is looking to move the fence inside the poles and will get a cost for that – **ongoing.**

Unfinished from May 21, 2020

Gilbert suggested getting quotes for insurance so the new Board can make a decision for the next term. Frank Cowan will give us a quote 60 days prior on renewal and Pam is working on a quote from PBL.

Complete from May 21, 2020

An email from the Farmer's market asking the Board if they could open if the restrictions are lifted. The Board will have to check to get more clarification. Farmer's Market has decided that they will not open this year.

Correspondence

1. Email asking if they can stay at a cottage they had rented for July?
Action Required: Secretary emailed them to contact the owners of the cottage, no further action required.
2. Email from Bell 911 asking us if a number should be in a different township.
Action Required: The secretary explained that the property is in one township, but the road is in another, no further action required.
3. Email from MNDM for a webinar on marine life while respecting social distancing.
Action Required: None
4. Email from MNDM for a Broadband Virtual Conference on June 8-9, 2020 for rural and remote areas.
Action Required: None
5. Email from MNDM announcing Northern Ontario Export Marketing Assistance Program.
Action Required: None
6. Email from MNDM for 2 free webinars that may be helpful with reopening/revising on tourism.
Action Required: None
7. Email from MNDM regarding Introducing the Regional Opportunities Investment Tax Credit.
Action Required: None
8. Email on how to find property owners.
Action Required: The secretary referred them to the Land Registry office, no further action required.
9. Email from the Office of the Employer Adviser is hosting a series of free webinars on various WSIB topics.
Action Required: None
10. Email asking about dog kennels in our area and what regulations we have.
Action Required: The secretary will advise that we do not have any regulations on dog kennels in this area, no further action required.
11. Email about building in an unorganized area close to the water.
Action Required: The secretary replied that they could call the North Almaguin Planning Board and MNR, no further action required.
12. Email asking about 911 sign.
Action Required: The secretary replied, no further action required.
13. Email from MNDM for a free webinar on Canada Emergency Wage Subsidy offered through The Business Centre on June 24, 2020.
Action Required: None
14. Email asking to rent the rink for church services.

Action Required: The Board said yes as long as they follow the covid-19 rules, no further action required.

15. A phone call regarding a boat launch on the Wolf River which is in need of gravel or sand.

Action Required: Kerry suggested since MNR does not maintain the launches he said to form a group to maintain the boat launches. Also, we haven't got the approval from MNDM that we can maintain boat launches. Pam has sent another email to MNDM and the representative is on holidays until June 22nd.

16. A community member asked if the rink is open for roller skating.

Action Required: The Board all agreed to this, but has to respect social distance, no further action required.

17. Farm Credit Canada has sent our signage and it should be here in 1-2 weeks.

Action Required: None

18. Public Library Operating Grant for 2020-21 has launched and due by July 22, 2020.

Action Required: The secretary will apply, no further action required.

19. Email asking when the ACC will be opened to rent for an event.

Action Required: The secretary will contact the Health Unit and also for the AC and advise.

20. Email from Jim's Locksmithing saying they have started a monthly newsletter and have asked if we want to subscribe or not?

Action Required: The Board said the secretary can unsubscribe; no further action required.

21. The planning board has requested the paper work or an email to verify that a property owner has 911 to satisfy a condition of approval for his consent on that property.

Action Required: The secretary will call to get more information.

22. Received the GST refund for 2018/19 of \$6,674.96 and interest of 8.76.

Action Required: None

Committee Reports

Library (Pam) None

Recreation

(Kerry, Greg) Kerry will check the caution tape on the playground. Safe distance signs for the rink.

Fire (Gilbert)

Pam said T&T will be opened on July 1st for 2 days a week.

911 (Kerry)

None

Administration
(Pam)

None

New Business

Pam said the LSB sign on Hwy 522E needs brushing. Kerry said he will look after this.

Pay Bills: 8 bills presented to be paid.

On Conference \$50.67

Albert Lamb \$215.00 (May cleaning and grass cutting)

Port Loring Home Building Centre \$802.30 (sewage pump & UV light)

North Bay Security \$88.14

Whitehots Inc. \$191.33 (books)

Steve Davis \$200.00 (911 signs)

Bell Canada \$388.40

The following bills have already been paid

Hydro \$90.87 (we received a credit for the rink)

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

Public Comment

None

Meeting adjourned at 8:04 p.m.

Next meeting will be on July 16, 2020 at 7:00 p.m.

Prepared By

Peggy Whitehead

Peggy Whitehead

Secretary/Treasurer

Posted on June 25, 2020