



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting June 21, 2018

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

Attending: Stephen Brushey, Earl Reading, Tracey Watson, Sandra Gendron, Hilary Chambers 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 Tourism, Culture and Sport (**MTCS**), Request for Proposal (**RFP**), Local Roads Board (**LRB**), Ontario Fire Marshal (**OFM**), Ministry of Northern Development & Mines (**MNDM**)

Meeting brought to order by Stephen at 7:00 p.m.

Conflicts: Hilary might have a conflict when she has to leave early

Minutes Motion to accept the minutes of May 17, 2018 by Hilary, 2nd by Tracey, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for May 31, 2018. Motion to accept by Tracey, 2nd by Earl, all in favour, motion carried.

Critical Path: None

Bylaws, Motions and Notices of Bylaws:

Stephen presented 3 quotes for the water purification for the ACC. Purdon's \$5,632.77, Water Guy \$6,751.00, Northern Water Treatment \$11,000.00. For the AC Purdon's \$3,157.00, Water Guy \$4,082.00, Northern Water Treatment \$5,152.00. Yearly maintenance would require salt and filters to be put in the budget. Hilary asked if we had to do a daily log on the UV. Stephen said the papers he received from the Health Unit did not

say that we had to. The Board decided to go with Purdon's for the ACC and will not proceed for the AC at this time.

Bylaw 2018-12 Enter into a contract with Purdon's for water purifications at ACC at a cost of \$5,632.77 plus HST. Motion to accept by Hilary, 2nd by Tracey, all in favour, bylaw passed.

Bylaw 2018-13 Enter into a contract with Riverside Contracting for lights at the rink at a cost of \$3,453.68 including HST. Motion to accept by Hilary, 2nd by Sandra, all in favour, bylaw passed.

Unfinished Business:

Unfinished from August 17, 2017

Many questions on 911 on installing, address correction and phone numbers. There are two aspects to this issue - the main piece is that there are data discrepancies in the Bell 911 system and there are issues with the 911 numbering in some areas. For the last three years, the LSBs and the 911 Committee have spent considerable effort to identify the numbering discrepancies and ensure the database is updated. This is the result of many years of inconsistencies with 911 signage (both installing and determining numbers). In order to minimize this issue, the previous LSB decided to transfer the responsibility for 911 sign installation to the Fire Department (the LSB changes Board members each year while the Fire Department remains relatively consistent). The 911 Committee has an SOP that will soon be completed/finalized and this task can then be transferred to the Fire Department. Our area of responsibility is significant in its size; as the area is audited we will identify errors and ensure residents are advised. As of October 19th, Stephen said we should have some direction to complete the SOP this year. The Board will discuss having the Fire Department complete the SOP (LSB review) and signage, in January 2018 and the final review by bylaw will be in February or March. As of January 18th, there was more discussion and it was decided that a bylaw will be on the agenda at the next meeting that the Argyle Fire Department takes over the installing of 911 signs at \$100.00 per sign. Regarding the 911 SOP the committee will get together in the next couple weeks and finalize and then a bylaw will be done. Chris Brooks said that they paid \$50.00 20 years ago for a 911 sign, but never received. Stephen said now property owners are responsible for having a 911 sign at \$200.00 – **SOP Ongoing.**

Unfinished from February 15, 2018

Fire Inspection report for the ACC for work to be completed by June 1, 2018. The Board discussed this and will make arrangements to complete by June 1st. Earl has requested an extension but no reply. Stephen has received 2 quotes for the make-up air system and will try get a third quote for the next meeting. Earl got an extension of July 30, 2018. Stephen said that another company is coming in to quote.

Unfinished from April 19, 2018

Fire Marque a billing services company for fire services claimed through homeowner's insurance. Stephen will have more information at next meeting. A meeting will be in the next couple of weeks. Sandra asked if this can be a public meeting and Stephen said yes. Stephen will check his schedule. Chris Carrier from Fire Marque will at the July 19th meeting and will be first on the agenda.

Complete from May 17, 2018

Earl had a request for Canada Day celebration and asked that the Reptile Show could be held at the ACC, and the Board all agreed. Lana Reading will advise on more information after May 23rd. Crafts and games at the rink and the Reptile show will be from 3-4 at the ACC. Linda Albright mentioned about the Pancake breakfast, parade and fireworks. Wilson Lake Crescent will be blocked for fireworks.

Correspondence

1. Property owner asked for a copy of a letter regarding Lampman Drive that was in the April minutes.

Action Required: The secretary sent the letter, no further action required.

2. Modification Bell 911 survey.

Action Required: The secretary completed the survey, no further action required.

3. Request for a 911 sign.

Action Required: The secretary answered, no further action required.

4. Received the 911 database from Bell for 705-757.

Action Required: The secretary is working on this.

5. MNM sent in a Retail Display Sign webinar about producers selling at markets.

Action Required: Forward to the Farmer's Market.

6. Email from the PSDSSAB regarding nominations for July 27, 2018.

Action Required: None

7. June & July calendar from the Almaguin Adult Learning Centre. Notifying that their Powassan centre is moving to 250 Clark St. and a program called meals on the bus starting July 3, 2018.

Action Required: None

8. Northern Policy Institute is asking us to subscribe to their monthly newsletter.

Action Required: None

9. Library minutes for May 7, 2018.

Action Required: None

10. Request from the Legion for a letter saying that the LSB has no objection for the Legion to obtain a temporary extension of premises license for July 1, 2018.

Action Required: The Board agreed and the letter has been sent, no further action required.

11. Reminder from MTCS to complete the library survey.

Action Required: This has been done, no further action required.

12. Property owner asked if there is a noise bylaw.

Action Required: The secretary said there was none, no further action required.

13. Three requests regarding roads.

Action Required: Referred them to the LRB.

14. MPAC sent in a form to be filed out for the new property that was purchased last year.

Action Required: The secretary will work on this.

15. Property owner asked about restaurants and the Farmer's Market.

Action Required: The secretary answered, no further action required.

16. Office of the Employer Adviser on Voluntary Health & Safety Representatives on Basic Training Resources.

Action Required: None

17. Email with a question on zoning bylaws.

Action Required: The secretary answered, no further action required.

18. An email about severing a property.

Action Required: The secretary answered, no further action required.

19. Study to upgrade the Library on Broadband service and encouraging the LSB to be involved.

Action Required: None

Committee Reports

Library (Sandra) Contact for the library agreement is the secretary, as the school was asking. Working on the summer reading program.

AC (Earl) Regarding the Farmer's Market, the hockey nets should be put away after June and Earl has a couple of leads on the sweeping. Earl will ask Albert Lamb to clean the windows at the rink when needed. Stephen mentioned about the Cornfest and if the skidoo club grooms the trails there would be no charge for the rental, but they would have to pay the insurance. The Board all agreed. Linda Albright asked if someone could mark the trails for the summer and Stephen will look into this.

ACC Lights at the back of the building and in the kitchen have been installed.

Fire/911
(Stephen) Seven 911 signs have been installed.

Website (Hilary) 361- page views down from last week.

Events/Grant
(Hilary) June 28th there will be a Google seminar for business at the ACC from 10-12 and one at Jake's from 7-9. Bring your flyers to Jake's and they will be distributed to camps. Hilary mentioned that effective July 1 computers have to be updated to SSL. Linda Albright said that a summer program for children will be at the rink Tuesday and Thursday morning. Linda said that they are covered under the Pickerel River Association for WSIB and asked if the LSB will sponsor the Creative Roots Program for the 2 mornings they are at the AC for insurance. The Board all agreed.

New Business

Noganosh sign has not been installed. Stephen said the wording is to maintain and operated by the LSB. There was a discussion and Stephen will check with Seemore Graphics to see if they can fix the sign to change the wording.

Stephen said a company that is coming in to quote on the HVAC will give their concerns or recommendations on the beam, roof and rafters.

Pay Bills:

14 bills presented to be paid.

Port Loring Home Building Centre \$671.42 (supplies & sewage pump)

Whitehots Inc. \$484.69 (books)

Albert Lamb \$850.00 (May cleaning)

North Bay Mat Rental \$49.72

Bell Canada \$354.18

Riverside Contracting \$6,020.81 (Electrical work for AC & ACC)

Nathan Culin Sewage \$233.91

Jim's Locksmithing \$6,856.48

Argyle Fire Department \$700.00 (911 signs)

North Bay Security \$84.75

Buchanan Hardware \$38.58

Peggy Whitehead \$1,820.08 (May & June honorarium and office supplies)

Mike Legault \$180.00 (May grass cutting)

The following bill have already been paid

Hydro One \$361.74

Motioned to pay bills by Hilary 2nd by Earl, all in favour, motion passed.

Public Comment

1. Mike Legault asked if he could spray some thistles in the grass with a non toxic vinegar solution.

Action Required: The board all agreed and asked for the ingredients to keep on file.

2. Bill Chambers asked what if people lost the fobs.

Action Required: A procedure on what to do if any problems arise will be added to the agreement.

Meeting adjourned at 8:36 p.m.

Next meeting will be on July 19th, 2018 at 7:00 p.m.

Prepared By

Peggy Whitehead

Peggy Whitehead

Secretary/Treasurer

Posted on June 28, 2018