



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting July 18, 2019

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

Attending: Debbie Keetch, Gilbert Moore, Earl Reading, Tanya Buchanan and Peggy Whitehead
Absent: Larry Bain

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 Debbie at 7:03 p.m.

Conflicts: None

Minutes Motion to accept the minutes of June 20th, 2019 by Earl, 2nd by Gilbert, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for June 30th, 2019. Motion to accept by Gilbert, 2nd by Tanya, all in favour, motion carried.

Critical Path: The election meeting will be on August 29, 2019 at 7:00 p.m. Debbie asked if they could purchase an easel and board for the elections. The cost should be around \$200.00. Gilbert might have an easel to donate and if not the Board agreed to purchase.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2019-12 Elections Canada Agreement, the Board said a bylaw was not necessary and Debbie signed the lease agreement. The secretary will email the agreement back to her.

Regarding JLT, last month the Board asked Debbie to find out what the insurance would be without the liquor and this will be discussed at the next meeting. As of July 18th, Debbie said that the quote was that the bar was included whether they used it or not. Frank Cowan Insurance is \$14,177.14 and JLT Insurance is \$13,307.00. There was a discussion amongst the Board and Earl said he will approve the bylaw but wants Debbie to ask if they can get a 6-month term. If so then the bylaw would be only for 6 months.

Bylaw 2019-13 Enter into a contract with PBL Insurance as Broker Representatives for JLT Municipal Insurance Program effective August 1, 2019 at \$13,307.00/year. Motion to change to JLT Insurance for August 1, 2019 by Gilbert, 2nd by Earl, 2 in favour, Tanya opposed and Debbie in favour, bylaw passed.

Unfinished Business:

Unfinished from August 17, 2017

Revised 911 SOP is ongoing.

Unfinished from November 15, 2018

Email asking about swimming lessons. Debbie said we will look at this in the New Year. Mike Buchanan said we have all the equipment for this at the AC. As of February 21st, Debbie had contacted the insurance and their reply was if we follow their criteria then there should be no problem. As of April 18th, the swimming instructors have completed their certification and will prepare a plan according to the insurance guidelines and will submit to the Board for their approval. As of June 20th, the Board discussed the following proposal; it would be 10 sessions at a cost of \$45.00-\$60.00 and the staff will be paid \$15.00-\$18.00/hour. There were a couple of options for payment one was that they collect fees for lessons and pay life guards. If lessons produce more revenue than required to pay for staffing and operating costs, the remaining money would be donated back to LSB recreation budget. The other would be the LSB sets up payment collection and pays staff. The Board decided that the swimming instructors will see if there is any interest in swimming lessons before we move forward. As of July 18th, the insurance approved their credentials and wanted to make sure they were both 16 years of age. The secretary has sent a few more questions to the insurance and waiting for a reply.

Unfinished from December 20, 2018

Earl brought up that OFM has to do their final inspection for the ACC. There are a couple items to complete (make-up air system and floor plan) and Earl will call OFM and find out when they can come in to inspect. The secretary will contact Airco to find out when they can complete the make-up air unit and Earl will finish the floor plan. Earl is waiting for a confirmation date from Airco. As of February 21st, the make-up air system is complete and still waiting on the floor plan. The floor plan is complete and sent them to the OFM along with some questions and waiting for OFM to reply – **ongoing**.

Phone call from a property owner asking about their 911 number, it was different on their tax roll and their driveway number. This will be looked at in the spring to make sure the 911 numbers are correct as part of the road is not plowed. Tanya said that Steve Davis, past Board member, and he said that the number should be changed on the data base to be

the same as on their sign. Tanya said to go ahead and change the data base and they will do an audit of the road. As of July 18th, Tanya has contacted Larry and asked if he wanted her to complete the 911 signs. Larry agreed and Tanya will be working on them once Larry turns over the equipment.

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.

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 – **ongoing**.

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. Asking the community for input or if they want to be on the committee, they can contact either one of the 4 above. Debbie will check with the insurance to make sure they are covered and MNR to see how much they will give for signage and supplies. Gilbert will get quotes from local contractors for gravel for boat launches that only require one or two loads of gravel. Earl will get a quote on the cement slabs. As of June 20th, Gilbert presented a list of boat launches to the Board with their recommendations. Debbie has contacted MNR and their reply that a permit would be required if you are putting gravel on shore or ramps, but if it is for parking areas no permit required. John has sent a permit in for Hardscrabble Landing and waiting for a reply and will be working on a permit for Old Mill Road landing. John will try to get MNR to supply all the signs and posts. Tanya has been in contact with MTO who supplies boat launch signs for roadways to direct road users to public boat launches. The following criteria has to be met, be within 10 km distance by road from the provincial route, accommodate launching of typical crafts, allow public access, not charge a fee and have adequate supply of parking including space for boat trailers. Gilbert also recommended that the boat launches should be checked yearly and he suggested the maintenance person for the LSB property. If we asked someone to volunteer to do this, the Board agreed that they should be compensated for mileage. Debbie will check with MNDM to see if this is allowed. John is waiting for MNR to get back to him on the permits he submitted.

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. – **ongoing**.

Unfinished from June 20, 2019

Property owner has a 911 issue for their address. Tanya will look into this and advise - **ongoing.**

The bill from PSL for \$5,313.26 for the engineer for the ACC, the Board did not sign, Earl will investigate. Earl will do a reply to PSL establishing his complaint and try to negotiate the cost. Letter has been sent, but no reply.

Complete from June 20, 2019

Mike Legault said the defibrillators should be checked monthly. Luke Legault will have a meeting with Albert Lamb and advise him what has to be done.

Correspondence

1. Email asking for information on the use of ATV's on the roads in the Loring District.
Action Required: The secretary referred them to MTO and OPP, no further action required.
2. Email regarding when someone has researched the alligator logging boat that worked on the Pickeral River and has made a 2 ft. replica model with a case to donate to the community; asking for suggestions.
Action Required: The Board suggested the School or Port Shores, the secretary will notify them, no further action required.
3. 4 questions on when their 911 numbers will be installed.
Action Required: Tanya said she is working on it once she receives the equipment.
4. One request for a new 911 number.
Action Required: The secretary answered, no further action required.
5. 2018 Annual Report on Privacy and Accountability for a digital Ontario from the Information and Privacy Commissioner of Ontario.
Action Required: None
6. Email asking if a couple of Board members could attend a meeting on July 30th to discuss the community risk by the OFM.
Action Required: Debbie and Tanya said yes, the secretary will let OFM know.
7. BBQ & Music, Bounce Fit and Gospel Hall Community Picnic will all be an LSB sponsored events.
Action Required: None
8. Property owner asked if we were expecting any fire bans?
Action Required: The secretary forwarded this to Andy Hutchins, no further action required.
9. Planning Board sent in a notice of consent for a severance on Trailaine Road.
Action Required: None
10. Property owner asked when the proposed meeting will be held to review the legal ramifications of unequal taxation.
Action Required: Debbie replied and forwarded the meeting minutes of June 20, 2019 along with MNDM's reply and said to contact MNDM if he had any questions, no further action required.
11. Email asking what it would cost to rent the ACC for yoga for 1.5 hours?

Action Required: The Board said to check to find out if she will be charging for this.

12. North Bay-Mattawa Conservation with the final inspection of the sewage system at the AC.

Action Required: None

13. National Fire Chief of the year awards deadline is August 12, 2019.

Action Required: None

14. Received signs for no vaping/no smoking.

Action Required: Albert installed the signs and he will put up the wheelchair signs.

Committee Reports

Library (Earl) None

AC (Gilbert & Earl)The netting should be completed in August. Thank you to Mike Legault who got the approval from MTO, MOE and Hydro to install. There were some guidelines from MTO to follow. Debbie said it would only take one day unless they encounter rock, then they would need an extra day. Lana Reading updated us on the Playground in the Park; so far they have received the donations for the tables and benches, now working on the pavilion. Debbie asked how long it would take to be installed and Lana said it should be done in one day. Gilbert said someone had tripped at the Farmer's Market and has put some caution tape up.

ACC (Larry) Earl said for the HVAC the propane tank will have to be moved a little and they want to remove 2 ceiling panels in the bathroom for duct work.

Fire (Tanya) John Wassink said they have begun working on the installation of the tower. A new rescue vehicle that was donated by the ambulance.

911 (Gilbert,Tanya)None

Website (Debbie) None

Events/Grant (Debbie)
None

New Business

Tenders should be out in September to be ready for the new board.

Pay Bills: 12 bills presented to be paid.

North Bay Mat Rental \$49.72
Dianne Feasby \$309.25 (dvd & books)
Whitehots Inc. \$375.58(books)
Albert Lamb \$1,935.00 (June cleaning & grass cutting)
Mooreview Truck & Tractor \$267.81 (warning tape)
Gilbert Moore \$66.87 (lunch for boat launch committee)

The City of Thunder Bay \$118.07
Cambrian Insurance \$1,098.36
Port Loring Home Building \$395.08
Bell Canada \$382.41

The following bills have already been paid

Hydro One \$189.71

Parkland \$629.55

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

Public Comment

1. Lana Reading asked if the snowblower could be moved to another room at the AC and also asked if a propane tank could be stored in one of the rooms.

Action Required: The Board said that the snowblower has to stay put and the owner of the propane tank has to remove it for safety.

2. Pam Dekoter said we need a new flag.

Action Required: John Wassink will see if he can get a free one and let us know, if not Albert Lamb will order and have it installed.

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Meeting adjourned at 8:50 p.m.

Next meeting will be on August 15, 2019 at 7:00 p.m.

Prepared By

Peggy Whitehead

Peggy Whitehead

Secretary/Treasurer

Posted on August 1, 2019