



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 July 19, 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
Chris Carrier representing Fire Marque

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:

None

Chris Carrier made a presentation on how Fire Marque works. The fire insurance is on most homeowner's insurance but has not been used as Fire Departments did not know about it. The procedure for the company is the fire department will fill out an incident report when there is a fire (including the number of trucks and volunteers) and send it to Fire Marque. Then Fire Marque will send an invoice to the property owners insurance. When the insurance pays Fire Marque they keep 30% and 70% goes to the Fire Department. Chris says no one pays out of their pockets, it is between the insurance and Fire Marque. Also, they will not be paid more than the owners are covered on their insurance. He also said that the insurance rate for fire service will not increase. There was a discussion amongst the community and a question asked why we can't do these ourselves and save the 30%. Chris said this would mean a lot of work for the Fire Chief and this is their main job. Stephen will forward additional information to the Board as it comes available for review. The Board will make a final decision at the next meeting.

Minutes

Corrections to the minutes under conflicts Hilary was there for the whole meeting. Motion to accept the minutes with corrections of June 21, 2018 by Earl, 2nd by Hilary, all in favour, motion carried.

Financial Report:

Peggy presented the financial statement for June 30, 2018. Motion to accept by Tracey, 2nd by Hilary, all in favour, motion carried.

Critical Path:

Election will be on August 23, 2018 at 7 p.m.

Bylaws, Motions and Notices of Bylaws:

Stephen presented 3 quotes for the make-up air system for the ACC. Airco \$5,801.99 incl. HST, Purdon's \$7,461.39 plus HST, PSL \$11,164.00 plus HST. The Board accepted Airco at \$5,801.99 incl. HST. Earl contacted 4 companies for wall and ceiling repair and only 2 quoted, Jim Martin \$1,420.00 plus HST and Lone Wolf Properties \$650.00 plus HST. The Board accepted Lone Wolf Properties at \$650.00 plus HST.

Bylaw 2018-14: Enter into a contract with the following to complete the work for the OFM Inspection Order Reference 2018-004. Action 1 by Airco at a cost of \$5,801.99 incl. HST, Action 2 by Helyx at a cost of \$191.25 incl. HST, Action 3 at no charge, Action 4 by Helyx at a cost of 1,026.09 incl. HST, Action 5 by Riverside at a cost of \$156.15 plus HST, Action 6 by Fire Alert at a cost of \$75.00 plus HST, Action 7 at no charge, Action 8 by Lone Wolf Properties at a cost of \$650.00 plus HST. Motion to accept by Earl, 2nd by Tracey, all in favour, bylaw passed.

Unfinished Business:

Unfinished from August 17, 2017

Revised 911 SOP is ongoing.

Complete 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. Stephen said to remove this part and just put the 911 SOP ongoing and the Board agreed.

Complete 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.

Complete 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 June 21, 2018

Linda Albright asked if someone could mark the trails for the summer and Stephen will look into this. **Earl has offered to remove the wood chips in the parking lot and will make a trail.** Nogansh 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. Board's decision is to place the sign in storage at the AC for the next Board.

Correspondence

1. Email from MTCS regarding the digital grant of \$3,179.00 asking if the library had any eligible expenses that could demonstrate full spending of the grant before they gave the secretary instructions on paying the difference.

Action Required: Dan Feasby has added to the grant and MTCS has confirmed that the grant is now closed.

2. Regarding the tax bills, one was a minus and one was a plus, the amount owing was 12 cents so they said they will add this to the 2019 tax bills.

Action Required: None

3. 2nd Operating Funds of \$9,530.47 from MNDM was deposited July 12, 2018.

Action Required: None

4. Email asking for an email saying that the landfill does not accept asbestos so they could let North Bay know.

Action Required: The secretary referred them to the Board member that looks after Port Loring, no further action required.

5. Regarding payment from the Horticultural Society since the rental rates have changed.

Action Required: The Board agreed that it will remain at \$100.00 per year for 2017/2018, no further action required.

6. Letter from Moore Propane for a letter stating that Port Loring Home Building Centre does not contravene any municipal bylaws.

Action Required: Letter has been sent, no further action required.

7. National Fire Chief of the year awards, nominations by August 17, 2018.

Action Required: None

8. PSAP Bulletin regarding National Communication Portal for NG-9-1-1.

Action Required: None

9. Question on severing property.

Action Required: Secretary answered, no further action required.

10. Question on landfill sites.

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

11. 2 requests for 911 signs.

Action Required: None

12. Email asking about the public docks.

Action Required: Stephen to provide, no further action required.

13. Carol Webb asking about a senior's exercise class on Monday mornings and would like to ask the Board if the LSB would sponsor this.

Action Required: The board all agreed.

Committee Reports

Library (Sandra) None

AC (Earl)

A business asked if they could post something at the rink? The Board's decision that the bulletin board is only for LSB business and function notices. Nothing can be taped on the board and the glass. The board said this should be posted on community boards. Hilary thanked the Board for the rink being so clean at the Farmer's Market. Earl volunteered to go to jail at the Farmer's Market.

ACC(Stephen)

Fire Inspection order to be completed on July 30, 2018. Stephen has received 3 quotes for the structural engineer for the beam, rafters and roof. Bill Bryant estimation \$4,000.00 plus HST plus travel, J.L. Richards had not provided quotation, PSL not to exceed \$5,000.00 plus HST. The Board accepted PSL and a bylaw will be at the next meeting and the funds to come out of contingency. The water system should be done next week.

Fire/911

(Stephen)

None – check the website for Fire Department minutes.

Website (Hilary)

Top search for the website are News and Fire Department. Regarding fire bans if she could post this on the website. Tracey said she can copy what is on Argyle Community News on facebook.

Events/Grant

(Hilary)

Linda Albright said Creative Roots is doing a program at the rink on Thursday from 10-2. They will also do a class at the school in the outdoor classroom. They have been working with the snowmobile club, Trash & Treasure, etc.

New Business

None

Pay Bills: 13 bills presented to be paid.

Port Loring Home Building Centre \$146.89 (supplies)
Whitehots Inc. \$122.99 (books)
Albert Lamb \$525.00 (June cleaning)
North Bay Mat Rental \$49.72
Bell Canada \$354.18
Helyx \$1,026.09 (smoke alarms)
North Bay Security \$307.93 (service call & replace battery)
Peggy Whitehead \$838.50 (July honorarium & water tests)
Dianne Feasby \$523.63 (dvd's & office supplies)
Mike Legault \$720.00 (June grass cutting)
Minister of Finance \$150.00 (Sign in Pringle)
Minister of Finance \$150.00 (Sign in Blair)
The following bill has already been paid
Hydro One \$216.31
Motioned to pay bills by Earl 2nd by Tracey, all in favour, motion passed.

Public Comment

1. Bill Chambers asked about the storage at the rink for the snowblower and generator if the gas is stored properly.

Action Required: Stephen asked the Fire Department to check this out.

Meeting adjourned at 9:25 p.m.

Next meeting will be on August 16th, 2018 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on July 27, 2018