



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 21, 2022

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

Attending: Pam Dekoter, Greg Schippers, Kerry Booth and Peggy Whitehead
Mike Legault arrived at 7:05 p.m.
Absent: Kaleb Summers

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: None

Minutes Motion to accept the minutes for the June 16, 2022 meeting by Greg, 2nd by Kerry, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for June 30, 2022. Motion to accept by Kerry, 2nd by Greg, all in favour, motion carried.

Critical Path: Election will be on August 18, 2022 and the regular meeting will follow. Pam will write something to be posted on the website.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2022-02 A bylaw to accept the Next Generation-911 agreement and to authorize the secretary to sign via docu-sign on the Boards behalf. This agreement will be for 10 years from the date signed and the secretary will remind the new Board in October to review the agreement each year. Motioned by Greg, 2nd by Mike, all in favour, bylaw passed.

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, 2nd 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. As of July 21, 2022, the Board will get an electrician to look at the lights and the timer, Kerry will make some calls - **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. Kerry will check with Point North to see when they can install half of the netting - **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 MNDM, 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. Greg phoned and emailed but no reply. Kerry said to check at Trout Creek feed store and get a price from them – **ongoing.**

Complete from April 21, 2022

Kerry will order more signs for the dock. Signs have been ordered.

Complete from June 16, 2022

An email for using the rink for an open-mic event for residents to enjoy and participate musical talents. 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. They could purchase insurance through us if they want to have the event at a scheduled time. 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. Pam will ask the Fire Department board about this and advise the Board. The Fire Department said this agreement started with MTO and OAFC in 1980 where the Fire Chief can choose to bill MTO for motor vehicle accidents or not. If they choose not then they could bill the owner's insurance directly. When the Fire Department bills MTO then how they recoup their money has nothing to do with the Fire Department. Services that the Fire Department are entitled to invoice are much more than extrication, for example traffic control, removal of debris, standby as requested by the OPP, etc.

Correspondence

1. Email from a business owner asking if they need any special business license or permits?

Action Required: The secretary replied that the LSB does not issue licenses or permits, no further action required.

2. Email from Northwatch Project Coordinator for their transportation options will be online June 27, 2022.

Action Required: None

3. Email from a lawyer with a transfer of property.

Action Required: The secretary replied that they have to notify MOF and MPAC, no further action required.

4. District Planner with MNRF asking if we maintain Bowers Road.

Action Required: The secretary replied that the LSB does not have the power for roads and we are not responsible for maintenance, no further action required.

5. Email asking how many properties in the LSB paying taxes and how many are seasonal and full-time residents.

Action Required: The secretary replied that 2543 properties paying taxes and each property pays the same amount, no further action required.

6. Bell NG-911 sent in a revised paragraph on the agreement.

Action Required: The secretary has forwarded this to the Board and will be included in the NG-911 agreement, no further action required.

7. A lawyer asking for a tax certificate.

Action Required: The secretary replied to contact MOF, no further action required.

8. Email for nominations due by August 19, 2022 for Territories Without Municipal Organization to sit on the board.

Action Required: None

9. A notice of consent from NAPB for a property that is being severed next to the LSB property and asking if we had any objections. The meeting will be on July 21, 2022.

Action Required: None

10. Moore Propane is asking for a letter from a municipality saying that the location does not contravene municipal bylaws to gain cylinder handling approval from the T.S.S.A.

Action Required: Pam will issue a letter, no further action required.

11. Ontario Parks Social Media Toolkit for Permit Lending Promotion.

Action Required: The secretary will forward this to the Library, no further action required.

Committee Reports

Library (Kaleb) Library opened on Wednesday from 9 a.m. - 2 p.m. for July and August.

Recreation

(Greg, Mike)

Greg said so far this summer the playground, rink and ball diamond are being well used. The lines from the pickleball may need a touch up each year.

Albert said that the WIFI for visitors is not working at the rink, the secretary will call Bell.

Fire (Mike, Kerry) None

911 (Kerry) None

Administration

(Pam)

None

New Business

Kerry said we need a couple of loads of gravel at the ACC and will check the price and advise the Board.

Pay Bills: 10 bills presented to be paid.

- Bell Canada – \$405.93
- Albert Lamb - \$1,800.00 (June cleaning & grass cutting)
- Whitehots Inc. – \$186.94
- Dianne Feasby - \$601.09 (books & overdrive)
- Seemore Graphics - \$632.80 (signs dock, rink & playground)
- North Bay Mat Rental - \$74.58
- Pam Dekoter - \$338.94 (pickleball equipment.
- Port Loring Home Building Centre - \$160.87
- Steve Davis - \$500.00 (911 signs)

The following have already been paid

Hydro One \$199.49

Motioned to pay bills by Mike, 2nd by Kerry, all in favour, motion passed.

Public Comment

1. A representative from the Near North Enviro Education Centre for a survey that aligns with NNEEC's three pillars: Environment, Economy, and Social in the Almaguin communities. The total number is 24 communities and are looking at a minimum of 5% of the population in each community to take the survey. The survey will include demographics, environment, community, education & jobs, food security, belonging and leadership, and opinions not covered.

Action Required: The secretary will post the link on the website and cards will be handed out for anyone who wants to do the survey, no further action required.

2. Julie Shaw asked about insurance for a program at the school through the library? The program will be once a month teaching children life skills, snack and recreation time.

Action Required: The secretary will check with our insurance to see if they will be covered.

Meeting adjourned at 8:04 p.m.

Next meeting will be on Thursday, August 18th, 2022 after the election at 7:00 p.m.

Peggy Whitehead

Peggy Whitehead
Secretary/Treasurer

Posted on August 2, 2022