



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting August 15, 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 7:08 p.m.

Conflicts: None

Minutes Motion to accept the minutes of July 18th, 2019 by Tanya, 2nd by Earl, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for July 31st, 2019. Motion to accept by Tanya, 2nd by Earl, all in favour, motion carried.

Critical Path: The election meeting will be on August 29, 2019 at 7:00 p.m. Tenders will be out early September to be ready for the new Board.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2019-14 To rescind Bylaw 2019-13 PBL Insurance. Motion by Earl, 2nd by Tanya, all in favour, bylaw passed. MNDM advised us that we could not proceed with the insurance as it has to start October 1, 2019. Debbie said she will have all the paperwork ready for the new Board to make a decision.

Bylaw 2019-15 Allow inhabitants to submit a letter/email indicating that they are willing to accept nomination even though they are not in attendance at the election meeting. Motion by Tanya, 2nd by Gilbert, all in favour, bylaw passed.

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.

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**.

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. The Board decided to wait until the pavilion is up and to check with the insurance to make sure it is okay.

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.

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

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. PSL said they have forwarded the letter to Tall Pines.

Complete 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. This was not completed, but too late for this Board.

Complete from December 20, 2018

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.

Complete from June 20, 2019

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

Correspondence

1. Request for a 911 sign.

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

2. Community Risk by OFM has been postponed.

Action Required: None

3. Property owner asked to re-name a road and get new 911 numbers.

Action Required: Tanya said all roads have to come from MTO, otherwise in an emergency situation they will not know where the road is. Tanya will discuss with the property owner.

4. OFM asked if I could let her know where I got the information I had filled out for them on properties.

Action Required: The secretary said that she got the information from MPAC, no further action required.

5. Invitation for a free Ministry of Labour Health & Safety Conference on August 27, 2019 at Canadore.

Action Required: None

6. 2018 Ontario Public Library Statistics are now available on the MTCS website.

Action Required: None

7. MNMD sent in an email that Blue Sky Net is facilitating internet. They are encouraging residents to complete a quick connectivity and speed tests.

Action Required: None

8. Email from MNMD regarding the Sustainable New Agr-Food Products and Productivity program.

Action Required: None

9. Email from MNMD with questions on updating our community profile.

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

10. Email from MNMD regarding Local Food Infrastructure Fund opens August 15, 2019.

Action Required: None

11. Email with concerns at Legrou's Lake landing.

Action Required: The secretary informed them to contact MNR, no further action required.

12. Email from MNMD regarding a Rural Economic Development program webinar session on August 13 and 20, 2019.

Action Required: None

13. Phone call from WSIB asking if we want to close the account because we have had no claims in a year.

Action Required: The Board said to keep the account, the secretary will advise, no further action required.

14. Signs to be installed at a business and asking if they need a permit to install.

Action Required: The LSB has no permits, but to check with MTO, the secretary will advise, no further action required.

15. Rental at the ACC and they just need the fridge, asking if there is a charge.

Action Required: The Board said no extra charge, no further action required.

Committee Reports

Library (Earl) None

AC (Gilbert & Earl) Debbie said the WIFI is overloaded and will check with Bell. Regarding the netting at the ball diamond, Point North has hit rock for three posts. They quoted the price of \$13,649.09 for drilling the 3 posts and install, Earl will check with other contractors for a quote. Debbie will check with Point North to see if she can get a reduction to the initial quote since they can't do the 3 posts.

ACC (Larry) Earl received quotes for the HVAC and the lowest was \$74,015.00 plus HST and 2 others at \$107,240.43, \$133,600.00 and Earl told them to hold off as it was too much on what they had budgeted for and he will investigate further.

Fire (Tanya) John Wassink said the tower is completed.

911 (Gilbert,Tanya)Tanya asked Steve Davis if he could install signs since he was familiar with this when he was on the Board. In the past they had paid \$100.00 per sign and the Board agreed. A bylaw will be ready for the next meeting.

Website (Debbie) Government is promoting internet for rural communities. Debbie said this is not in our powers, but she has been looking into this not as a Board member. She said they are just doing a survey and nothing else.

Events/Grant (Debbie)
None

New Business
None

Pay Bills: 8 bills presented to be paid.

North Bay Mat Rental \$49.72
North Road Landfill \$255.00
Dianne Feasby \$162.50 (books,crafts,TD summer reading staff)
Whitehots Inc. \$146.32(books)
Albert Lamb \$1,235.00 (July cleaning & grass cutting)
Steve Davis \$1,100.00 (911 sign installation)
Port Loring Home Building \$539.37
The following bills have already been paid
Hydro One \$174.59
Motioned to pay bills by Tanya, 2nd by Earl, all in favour, motion passed.

Public Comment

1. Brian Fox had some questions on 911 on Jack's Lane.
Action Required: Tanya said she will check.
2. Mike Legault said he noticed that people are using the benches that the Lion's had installed at the playground.
Action Required: None

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Meeting adjourned at 8:41 p.m.

Next meeting will be on September 19, 2019 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on August 23, 2019