



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT  
PO Box 148, Port Loring, Ontario P0H 1Y0  
[secretary@loringsb.com](mailto:secretary@loringsb.com) (705)757-3947

**Minutes of Board Meeting August 18, 2022**

The minutes can also be viewed on our website: [www.loringsb.com](http://www.loringsb.com)

**Attending:** Pam Dekoter, Greg Schippers, Kerry Booth, Mike Legault and Peggy Whitehead  
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 (**MND**), North Almaguin Planning Board (**NAPB**)

Meeting brought to order by Pam at 7:08 p.m.

**Conflicts:** None

**Minutes** Motion to accept the minutes for the July 21, 2022 meeting by Greg, 2<sup>nd</sup> by Mike, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for July 31, 2022. Motion to accept by Mike, 2<sup>nd</sup> by Greg, all in favour, motion carried.

**Critical Path:** None

**Bylaws, Motions and Notices of Bylaws:**  
None

**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, 2<sup>nd</sup> 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. The court date got postponed until December 20, 2022 - **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. Greg said Riverside was to come in, but never showed up. Mike said he will ask someone else – **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.**

### **Unfinished from July 21, 2022**

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

### **Complete from July 21, 2022**

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

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. The secretary will check with our insurance to see if they will be covered. They said that they will not cover their event and will have to get their own insurance or ask the school.

### **Correspondence**

1. Fire Underwriters Survey & Canadian Association of Fire Chiefs are sponsoring the 2022 National Fire Chief of the year awards. Deadline is August 8<sup>th</sup> for nominations for one for volunteer and one for career.

**Action Required:** None

2. 2<sup>nd</sup> advance payment from MNM of \$9,531.00 to be deposited on August 2, 2022.

**Action Required:** None

3. Email saying they are updating a map of Memesagamesing and are asking if we can give them the 911 signs, lot & concession and name for each property to be put on the map?

**Action Required:** The Board said for privacy issues we cannot give them this information and the secretary will reply to them, no further action required.

4. Email asking about a property that is for sale and asked how many severances have been done in the past.

**Action Required:** The secretary replied that they would have to contact the NAPB, no further action required.

5. Email asking where she could get a copy of a survey for their property and road ownership on McQuaby Lake.

**Action Required:** The secretary replied that this is not in our area and to contact Nipissing Township, no further action required.

6. Letter from Hydro to confirm our email and asked if we want to go paperless billing?

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

## **Committee Reports**

Library (Kaleb) None

Recreation  
(Greg, Mike) Kerry said there was a mess left at the rink on Wednesday night.

Fire (Mike, Kerry) None

911 (Kerry) Steve Davis said he has noticed that some people are installing signs that they are making up the numbers. If they don't get an actual 911 sign from the LSB, then they won't be recorded in our data base for emergency services.

Administration  
(Pam) None

## **New Business**

None

**Pay Bills:** 7 bills presented to be paid.

Bell Canada – \$405.93  
Albert Lamb - \$1,715.00 (July cleaning & grass cutting)  
Kim Summers - \$343.14 (dvds)  
North Bay Mat Rental - \$49.72  
Port Loring Home Building Centre - \$120.27  
Weaver Simmons - \$8,943.80

## **The following have already been paid**

Hydro One \$200.84

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

## **Public Comment**

1. Steve Davis asked if we could tender for the dock to be taken out in the fall.

**Action Required:** The Board said yes and the secretary will post a tender, no further action required.

Meeting adjourned at 7:31 p.m.

**Next meeting will be on Thursday, September 15, 2022 at 7:00 p.m.**

*Peggy Whitehead*

Peggy Whitehead  
Secretary/Treasurer

Posted on August 25, 2022