



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting August 20, 2020

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

Attending: Pam Dekoter, Gilbert Moore, Greg Schippers and Peggy Whitehead
Absent: Kerry Booth

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 7:14 p.m.

Conflicts: None

Minutes Gilbert said that the minutes should be word for word. The secretary said before I was only to put in the problem and the action to the problem not the discussion. Greg asked the secretary to try to add in more conversation and go from there. Motion to accept the minutes for July 16th, 2020 by Gilbert, 2nd by Greg, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for July 31st, 2020. Motion to accept by Gilbert, 2nd by Greg, all in favour, motion carried.

Critical Path: Tenders will be posted for snowplowing, rink and janitor. Tenders for propane will be emailed. Tenders will be ready for the first meeting in October.

Bylaws, Motions and Notices of Bylaws:

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. Pam checked on the 1000 series for 911 signs and some need to be repaired. Tanya emailed a draft and the main hold up was the signs for lakes and islands. Kerry will contact a few fire chiefs in the area to see how they handle the numbers and then set up a committee to finalize. Kerry will check with Parry Sound as couple he checked does not put numbers on lakes. Pam asked if we are going to have an audit on one area as discussed in the fall or table this for the new Board. Parry Sound procedure would mean you have to start at the beginning with new numbers. Steve Davis has a topographic map and is able to determine the 911 signs on islands and lakes. Kerry will have a meeting with Andy Hutchins, Steve Davis, someone on the ambulance to finish the SOP in the next couple of weeks and will forward to the Board for their approval. The secretary will send a copy of the data base to Kerry and Steve. Pam mentioned the 1000 series signs, some need replaced, some missing or poles to be fixed. Kerry will ask Steve Davis to check them, change if needed and ask what his fee will be - **ongoing**

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 look into this to determine what is required – **this will be tabled for the next Board.**

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. The secretary called the insurance and they said they did not think it would be any extra cost; it was an advantage to the risk. Kerry will check to see what length of flex beam will be required. Gilbert has decided against the flex beam as it is too harsh. He will get an estimate for the cost of cedar or pressure treated barrier for the next meeting. Gilbert checked and wood is not acceptable, still looking at a chain link fence – **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. 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. As of October 17th, John will contact MTO to ask for signs for the highway to say where boat launches are located. Gilbert said Commanda Lake boat launch should be added to the list. Pam will check with MNDM to make sure that this is an eligible expense. John Wassink updated us on boat ramp signs that MTO said there are restrictions that the launch has to be less than 10 km from a highway and that it can support 12 vehicles with trailers. Gilbert will do a tour in the

spring and advise the Board. John Wassink said there will be no cost to the Board for signs. The Board decided that they will wait until MNDM gets back to us on whether the Board is allowed to maintain the launches for safety. Pam has got a reply from MNDM and it is still not clear on whether the Board is allowed to maintain launches. This would be an ineligible expense and who would be liable if we do the work. As of August 20th, Pam said the only dock that we own is the Government dock and if the public wants us to take care of the landings/launches as MNRF does not, then the budget will increase as we will need more money for repairs/maintenance and insurance - **The Board decided to table this until the next Board.**

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. Melanie from MNDM said there could be funding coming up for this. Pam will call MNDM and check – **tabled for the next Board.**

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 - 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 – **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 – **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 – **ongoing.**

Unfinished from April 16, 2020

Kerry will look into a tender for removing the old air conditioners, boxed in the air ducts and also a deflector roof for the new air conditioner. Tender will be done to be opened in October – **ongoing**.

The Board discussed the poles at the ball diamond. Kerry will call Point North for a price on moving the fence inside the poles. Pam will get a cost for wrapping the poles. Kerry will get a price from a couple of contractors. H.J. Brooks said it would be around \$500.00 to \$1000.00 to move a pole. The Board is looking to move the fence inside the poles and will get a cost for that. The Board agreed to go ahead and move the pole, Kerry will contact H.J. Brooks. H.J. Brooks when they removed a pole there was rock 2 feet down. A tender will have to be done to install the poles properly and to move the fence inside the poles – **ongoing**.

Unfinished from May 21, 2020

Gilbert suggested getting quotes for insurance so the new Board can make a decision for the next term. Frank Cowan will give us a quote 60 days prior on renewal and Pam is working on a quote from PBL. The secretary will check on Frank Cowan's insurance for the quote – **ongoing**.

Unfinished from June 18, 2020

Pam said the LSB sign on Hwy 522E needs brushing. Kerry said he will look after this – **ongoing**.

Complete from August 15, 2019

Brian Fox had some questions on 911 on Jack's Lane. Ellen Fox said they need a sign for 70 and 112 has to be moved. Kerry will look into this. Steve Davis looked after this.

Correspondence

1. Email from Cambrian Insurance with a COVID questionnaire to be completed prior to issuing renewals.

Action Required: This has been completed, no further action required.

2. Libraries Operating Grant for 2020/2021 was deposited July 22, 2020 for \$5,808.00

Action Required: None

3. Email asking about building on vacant land.

Action Required: I said there are no building permits, but you have to get permits for well, septic and driveways. 911 signs are \$200.00 through the LSB, no further action required.

4. Email notifying us an address change.

Action Required: The secretary looked after this; no further action required.

5. OFM sent in their annual profile package to be completed.

Action Required: Forward this to the fire department, no further action required.

6. Centre of Excellence in Next Generation Networks regarding Northern Ontario Residential Broadband Program, submissions starting August 4, 2020.

Action Required: None

7. Reminder to complete the 2019 annual survey for public libraries.

Action Required: This has been completed, no further action required.

8. 2020 National Fire Chief Awards deadline is August 12, 2020, one for volunteers and one for a career.
Action Required: None
9. Email asking when they can have an outdoor fire.
Action Required: Forward to the fire department, no further action required.
10. Email from MNM regarding current broadband resources and with those that are coming online soon.
Action Required: None
11. 2nd advance of \$9,530.47 deposited August 5, 2020.
Action Required: None
12. Email from a property owner asking if the local fire department has certified shuttle tanker capabilities.
Action Required: Forward to the fire department, no further action required.
13. Email from MNM regarding Ontario Government is investing \$83 million through Ontario Trillium Foundation to provide grants to help non-profit organizations to recover from COVID-19.
Action Required: None
14. Looking for the principle for the Argyle Fish Enhancement to make a donation.
Action Required: The secretary will call Dan Feasby to see if he knows the information, no further action required.
15. Email looking for crown land possibilities.
Action Required: Referred to the MNRF, no further action required.
16. Email from MNM regarding 2020-22 Safer and Vital Communities Grant, deadline is September 16, 2020.
Action Required: None
17. Email from MNM regarding Canada United Small Business Relief Fund.
Action Required: None
18. Email looking for guidance or direction for a lot to build a cottage.
Action Required: I said they would have to contact a real estate agent.
19. Email from MNM for a Canada Healthy Communities Initiative Fund.
Action Required: None
20. Email asking if they could park overnight at the Ess Narrows lot and if there is a gate on Nogansh Lake Road.
Action Required: Referred them to MNRF, no further action required.
21. Email from MNM regarding COVID Technology Adoption Fund by Blue Sky Net.
Action Required: None

Committee Reports

Library (Pam) Kim Summers said they are looking at free E-books and increasing the books on the overdrive. The Library will still be closed as no volunteers are allowed in the school.

Recreation (Kerry, Greg)	There is a Bounce Fit Class, Senior's exercise class and Church service at the rink.
Fire (Gilbert)	None
911 (Kerry)	None
Administration (Pam)	Pam will check for grants on roads and boat launches with MNM as requested by Gilbert.

New Business

Pam asked Gilbert since he has a conflict with M&T Buchanan for the poles she asked if he would recuse himself from future correspondence or discussions concerning this matter, and he said he would.

Pay Bills: 9 bills presented to be paid.

On Conference \$60.76
 Albert Lamb \$1,237.50.00 (July cleaning and grass cutting)
 Paul W. Lamb Trucking \$282.50 (Dozer)
 H.J. Brooks \$228.83 (removing a pole)
 Riverside Electrical \$480.25 (Labour for changing pump)
 Steve Davis \$200.00 (911 signs)
 Bell Canada \$388.40

The following bills have already been paid

Hydro \$96.96
 Bell Canada \$388.40

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

Public Comment

1. Steve Davis mentioned that the chain link fence should go all the way around not just in front of the playground and the pavilion/tables when installed. Cathy Thompson mentioned that Trillium Fund might be able to help with the chain link fence.

Action Required: Gilbert said that he has checked the price and they said a chain link fence with 4 feet opening would be \$38.00/ft plus the labour to install. Pam will look into the fund.

2. Astrid Bowlby mentioned that for propane tenders that they will probably want to know the usage for the year.

Action Required: Pam will ask the secretary to contact the companies to find out what information they require to issue us a quote.

3. John Wassink asked if Mike Legault could be on the Board now since we are short one person.

Action Required: Pam said we had to have a by-election to do this.

Meeting adjourned at 7:54 p.m.

Next meeting will be on September 17th, 2020 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on August 27, 2020