



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
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**Minutes of Board Meeting September 15, 2022**

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

**Attending:** Pam Dekoter, Greg Schippers, Kerry Booth, Mike Legault, Kaleb Summers and Peggy Whitehead

**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 7:00 p.m.

**Conflicts:** Potential conflict by Kaleb regarding M&T Buchanan

**Minutes** Motion to accept the minutes for the August 18, 2022 meeting by Greg, 2<sup>nd</sup> by Kaleb, all in favour, motion carried.  
Motion to accept the minutes for the August 18, 2022 election meeting by Mike, 2<sup>nd</sup> by Greg, all in favour, motion carried.

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

**Critical Path:** Greg to hand in keys and Robert Rules Book by September 30, 2022.  
All agreements and invoices to be received by September 30, 2022.  
Tenders for janitor, rink attendant and snowplowing will be posted and to be opened at the October 20<sup>th</sup> meeting.  
Price for the website from Hilary.

**Bylaws, Motions and Notices of Bylaws:**

There was no tender received to remove the dock. Steve Davis has volunteered and has moved the first part and will do the second part by the end of September.

## **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. Kerry received a quote from Town & Country Electrical for \$30,000.00 including tax. Motion to accept the quote by Mike, 2<sup>nd</sup> by Kaleb, all in favour, motion passed. A bylaw will be ready for the next meeting – **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. Mike will contact the electrician - **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. Pam will call Ainsworth – **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 – **ongoing**.

### **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. Mike will pick up 10 bags – **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**.

### **Correspondence**

1. Email asking for an incident report for the recent fire.

**Action Required:** The secretary has forwarded the email to the Fire Department, no further action required.

2. Email asking if we can do anything about an odor that is coming from their neighbour's property.

**Action Required:** The secretary has suggested that he speak with his neighbour as the LSB has no power for this, no further action required.

3. Email asking which District Bell Road in Port Loring.

**Action Required:** The secretary said it is the District of Parry Sound, no further action required.

4. Email asking who would test water for bacteria and inspect a septic.

**Action Required:** The secretary has referred them to North Bay Health Unit and North Bay-Mattawa Conservation Authority, no further action required.

5. Email asking how to get a P.O. Box for Arnstein.

**Action Required:** The secretary referred them to the Arnstein Post Office, no further action required.

6. Email from Central Ambulance Communication Centre checking on a road and asked for updated maps for the area.

**Action Required:** The secretary explained where the road is and will work on the maps, no further action required.

7. Email from MND to register for the 3<sup>rd</sup> Regional Employers Information Session for Hiring International Talent on September 14<sup>th</sup> and 28<sup>th</sup>, 2022.

**Action Required:** None

8. Email from Restoule Landfill inquiring if the fees could be included in their local taxes and asked how we do it.

**Action Required:** The secretary replied that we do not have the power of garbage and I asked Mike to call him, no further action required.

9. 2022/2023 Public Library Operating Grant to be completed by October 12, 2022.

**Action Required:** The secretary will complete, no further action required.

10. Letter from WSIB for a mail in proxy for their annual meeting.

**Action Required:** None

11. Email from a Digital Marketing Analyst asking if we would like some work done on our website.

**Action Required:** None

12. Email asking if anyone knows a local Commissioner of Oaths

**Action Required:** The secretary replied that we do not know of anyone, no further action required.

13. Email asking to get the name of the road changed from Swartz Road to Schwarze?

**Action Required:** Kerry said to go ahead, no further action required.

14. Insurance asking for an abuse application to be filled out.

**Action Required:** Pam and the secretary filled it out and emailed it back to the insurance, no further action required.

15. Email regarding the Bell lines issues and are reaching out to the LSB with their concerns if it could be escalated to the MPP through the service board for investigation and resolution.

**Action Required:** The Board suggested it would be better to come from the public, the secretary will advise, no further action required.

16. The Library Board is asking if the library is covered by the LSB under their umbrella.

**Action Required:** The secretary has asked the insurance to verify this and will advise.

17. Email with general information regarding the Commemoration for Her Majesty Queen Elizabeth II, Queen of Canada.

**Action Required:** None

18. Email advising that Xplornet Communications Inc. has changed its name to Xplore Inc.

**Action Required:** None

### **Committee Reports**

Library (Kaleb)      Waiting on the agreement.

Recreation  
(Greg, Mike)      None

Fire (Mike, Kerry)      None

911 (Kerry)      Steve is working on a new street index.

Administration  
(Pam) None

**New Business**

None

**Pay Bills:** 11 bills presented to be paid.

Bell Canada – \$424.01  
Steve Davis - \$700.00  
Albert Lamb - \$1,770.00 (August cleaning & grass cutting)  
Dianne Feasby - \$134.13 (volunteer badges)  
Whitehots - \$313.87  
North Bay Security - \$88.14  
Everguard Fire & Safety - \$218.99  
North Bay Mat Rental - \$49.72  
Port Loring Home Building Centre - \$109.23  
Peggy Whitehead - \$4,867.56 (honorarium, office supplies, water testing)

The following have already been paid  
Hydro One \$204.94

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

**Public Comment**

1. Albert Lamb mentioned that he had to get his Bell line changed after about 50 years. He also said that they have been stealing copper wire from the tower and this could be the problem with phone lines. Pam also said that Bell's Vice President is aware of the outages.

**Action Required:** None

Meeting adjourned at 7:36 p.m.

**Next meeting will be on Thursday, October 20, 2022 at 7:00 p.m.**

*Peggy Whitehead*  
Peggy Whitehead  
Secretary/Treasurer

Posted on September 21, 2022