



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting October 21, 2021

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

Attending: Pam Dekoter, Greg Schippers, Mike Legault, Kerry Booth and Peggy Whitehead
Absent: Dagrie Graham

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 7:11 p.m.

Conflicts: Possible conflict by Pam, Mike and Greg for Fire Budget Bylaw

Minutes Motion to accept the minutes for the September 16th, 2021 meeting by Greg, 2nd by Mike, all in favour, motion carried. Motion to accept the minutes for the September 16th, 2021 new board minutes by Mike, 2nd by Greg, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for September 30, 2021. Motion to accept by Kerry, 2nd by Mike, all in favour, motion carried.

Critical Path: Budget to be approved by December 1, 2021.

Bylaws, Motions and Notices of Bylaws:

Bylaw 2021-07 Enter into a contract with Hilary Chambers to maintain the website for the LSB of Loring, Port Loring & District for the fiscal year 2021/2022 and the rate will be \$1,560.00 per fiscal year. Motion by Kerry, 2nd by Greg, all in favour, bylaw passed.

- Bylaw 2021-08** Enter into a contract with Moore Propane for fuel at a rate of \$.18 above their cost for the Argyle Community Centre ending September 30, 2022. Motion by Greg, 2nd by Kerry, all in favour, bylaw passed.
- Bylaw 2021-09** Bylaw for a janitor will be postponed until the November 18, 2021 meeting.
- Bylaw 2021-10** One tender received for snowplowing from Hampel Contracting. Enter into a contract with Hampel Contracting_for snowplowing at the Activity Centre and the Argyle Community Centre for the winter months of 2021/2022 as per the tender. The rate paid shall be \$215.00 and \$95.00 sanded plus \$24.50 for pickled sand per plow and sanded plus HST. Motion to accept by Mike, 2nd by Greg, all in favour, bylaw passed. Kerry said in the future to bid one price as the plowing and sanding has to be done each time.
- Bylaw 2021-11** Rink, no tender received, will post again.
- Bylaw 2021-12** To allow Board Members that belong to the Argyle Volunteer Fire Brigade to vote on the Fire Department budget provided that they claim a possible conflict of interest and that they have no direct personal or monetary interest. Provided that they are not on the Board of Directors for the Fire Department, Fire Prevention, Training officers, Chief, Deputy Chief, Hall Managers. Motion by Mike, 2nd by Kerry, all in favour, bylaw passed.
- Bylaw 2021-13** Approve the LSB funding agreement between the Local Services Board of Loring, Port Loring & District and the Ministry of Northern Development and Mines for the Board year October 1, 2021 to September 30, 2022. Motion by Mike, 2nd by Kerry, 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 – **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 - **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 - **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 – **ongoing**.

Unfinished from September 16, 2021

Peggy said there is a problem using a dash in the civic address with MPAC. I will advise the Board on what they decide – **ongoing**.

Correspondence

1. Email asking who to contact regarding purchasing road allowance.

Action Required: The secretary said to contact MTO, no further action required.

2. Email from MTCS with their 2021 Typical Week Survey.

Action Required: Forward to the library, no further action required.

3. Letter of two complaints received from MNDM, one was for an email asking for a copy of the LSB budget and the fire budget. The other complaint was that 4 out of 5 members on the board are also on the fire department and voted on the fire budget. MNDM wrote that the Board was not in contravention with the ACT and it appears that this is an operational issue.

Action Required: The secretary emailed a response to MNDM on October 21, 2021 saying that the secretary emailed the LSB budget, but the Board said that they would have to contact the Fire Department for their budget as they are their own corporation. About voting, at the time of the vote only 3 members were on the Fire Department and one opposed the fire budget. This means that it was not exclusively carried by the members of the fire department. We passed a bylaw tonight for fire fighters voting, no further action required.

4. MNDM emailed advising the Canadian Agricultural Partnership is now accepting applications from September 29, 2021 until October 20, 2021.

Action Required: None

5. MNDM emailed Skills Development fund accepting applications until March 31, 2022 or until all funds are allocated.

Action Required: None

6. A flyer asking if we wanted to order pens.

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

7. Email from Hydro installing an anchor for a hydro pole on ACC property and asked if the site would be okay.

Action Required: Kerry checked and said it was good, no further action required.

8. Email asking about severances.

Action Required: The secretary said to contact the NAPB, no further action required.

9. Email from MNM with the latest COVID Support summaries.

Action Required: None

10. Ontario Parks Permit Lending Invitations to Public Libraries.

Action Required: Forward to the Library, no further action required.

11. The auditors sent a letter for the bank confirmation to sign and return.

Action Required: The secretary and Pam signed and returned; no further action required.

12. Email from the Health Unit and they would like to bring in their mobile COVID-19 Vaccination Bus Clinic on October 27, 2021 from 2-3:30 p.m. and asked where they could park and if this will be okay?

Action Required: The Board said they can use the parking at the rink, no further action required.

13. Email from MNM notifying us that the Ontario is permitting sale of Locally-made Craft Beer at Farmer's Market.

Action Required: None

14. Email from MNM regarding the Enhanced COVID-19 Vaccine Certificate with QR Code and Verify Ontario App Available

Action Required: None

15. Email from MNM with the Ontario Helps Industrial Sites Become "Investment Ready" with Investment Ready: Certified Site Program.

Action Required: None

Committee Reports

Library (Dagrie) None

Recreation

(Greg & Mike) Dock is out. Kerry will order more signs for the dock for next spring. Greg will see if a contractor can prepare the site for the swings. Mike mentioned that the rink in Magnetawan is the same as ours and they have a steel roof extension from the roof. The Board agreed for Mike to check into prices.

Fire (Mike, Kerry) Fire Department tenders have been filled for snowplowing, ambulance building siding and station 2 project.

911 (Kerry) None

Administration
(Pam)

None

New Business

None

Pay Bills:

11 bills presented to be paid.

Bell Canada \$388.02
Albert Lamb \$1,641.25 (September cleaning & grass)
Steve Davis \$568.04 (911 signs & dock supplies)
Whitehots \$402.60
Dianne Feasby \$74.55 (sanitizing supplies for library)
Arnstein Evangelical Baptist Church \$100.00 (reimbursement for cancellation)
Cambrian Insurance \$18,344.88
H.J. Brooks \$322.05 (gravel at the ACC)
Hilary Chambers \$1,560.00 (website)
Buchanan Hardware \$23.67 (dock & signs supplies)

The following have already been paid

Hydro One \$214.51

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

Public Comment

1. Property owner asked if Bell would be improving cell service.

Action required: The Board said not that they are aware, but it has improved over the last year, no further action required.

Meeting adjourned at 8:30 p.m.

Next meeting will be on November 18th, 2021 at 7:00 p.m. for the budget meeting

Peggy Whitehead

Peggy Whitehead
Secretary/Treasurer

Posted on November 3, 2021