



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
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**Minutes of Board Meeting November 16, 2023**

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

**Attending:** Kaleb Summers, Pam Dekoter, Mike Legault, Lindsay Lemasurier, Dan Feasby and Peggy Whitehead  
3 community members

**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 Kaleb at 7:00 p.m.

**Conflicts:** Potential conflict for Kaleb regarding M&T Buchanan and potential for Mike and Pam for the Fire Department Budget

**Minutes** Motion to accept the minutes for the October 19, 2023 meeting by Pam, 2<sup>nd</sup> by Lindsay, all in favour, motion carried.  
Motion to accept the minutes for the November 3, 2023 meeting by Mike, 2<sup>nd</sup> by Lindsay, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for September 30, 2023 Final and October 31, 2023. Motion to accept by Pam, 2<sup>nd</sup> by Mike, all in favour, motion carried.

**Critical Path:** Budget to be approved by December 1, 2023.

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

For Rink Attendant, two bids received from Jesse Booth Construction at \$45.00/hr plus HST and Thier Renovations at \$35.00/hr plus HST. The Board decided to accept Thier Renovations.

- Bylaw 2023-17 Enter into a contract with Thier Renovations for a rink attendant for the winter season of 2023/2024 at a rate of \$35.00/hour plus HST. Training if required. Motion to accept by Kaleb on the condition that there is an added rider for ice making, 2<sup>nd</sup> by Mike, all in favour, bylaw passed.
- Bylaw 2023-19 Approve the LSB funding agreement between the Local Services Board of Loring, Port Loring & District and the Ministry of Northern Development for the Board year October 1, 2023 to September 30, 2024. Motion by Dan, 2<sup>nd</sup> by Mike, all in favour, bylaw passed.
- Andy Hutchins presented the Fire Department's budget. The increase was due to the Arnstein Firehall is in need of repairs. Security cameras, this will be a one-time expense so it will not be on the budget next year. The other line was for dispatchers.
- Kaleb presented the LSB budget and the increase for the AC was to proceed with the start of the ball diamond and parking lot. The ACC will be for updating the bathrooms, finishing the trim and floor.
- Bylaw 2023-20 Approve the Local Services Board of Loring, Port Loring and District budget for the Board fiscal year of October 1, 2023 to September 30, 2024, as presented at the November 16<sup>th</sup>, 2023 public meeting and the 1<sup>st</sup> Request for Payment from Ministry of Northern Development. Motion to accept Lindsay, 2<sup>nd</sup> by Dan, all in favour, bylaw passed.
- Bylaw 2023-21 Approve the Fire Contract between the Local Services Board of Loring, Port Loring and District and the Argyle Volunteer Fire Brigade, covering the period of October 1, 2023 to September 30, 2024 in the amount of \$412,500.00. Motion to accept by Lindsay, 2<sup>nd</sup> by Dan, all in favour, bylaw passed.
- Bylaw 2023-22 Approve the Honorarium to be paid to the Secretary-Treasurer of the Local Services Board of Loring, Port Loring & District for the period of October 1, 2023 to September 30, 2024 in the amount of \$12,000.00. Motion to accept by Mike, 2<sup>nd</sup> by Pam, all in favour, bylaw passed.
- Bylaw 2023-23 Authorize the Ontario Ministry of Finance to collect the service fees on behalf of the Local Services Board of Loring, Port Loring and District for the fiscal year October 1, 2023 to September 30, 2024, for administration, recreation, library, emergency telecommunications and fire protection. The total budgeted amount per property for Administration \$13.45, Recreation \$49.44, Library \$0.00, Emergency Telecommunications \$0.00 and Fire Protection \$160.32 and the method of collection is Methodology 2. Motion to accept by Lindsay, 2<sup>nd</sup> by Dan, all in favour, bylaw passed.
- Bylaw 2023-24 Approve the 2023-2024 budget for the Local Services Board of Loring, Port Loring & District.

The Board will utilize Methodology 2 and set service fees for each property of \$223.21 in the designated Board area for the fiscal year October 1, 2023 to September 30, 2024. The purpose of this service fees is to cover board administration, fire protection, emergency telecommunications, recreation, library, infrastructure improvements and reserves for contingencies for the entire board area. Motion to accept by Pam, 2<sup>nd</sup> by Lindsay, all in favour, bylaw passed.

### **Unfinished Business:**

#### **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. Court date has been postponed. Court date is set for May 2, 2023. 2/3 were completed in the plaintiff case on May 2, 2023, the next court date is October 25, 2023. Lindsay has been asked by a few people on how much we have paid for legal in this case and asked to be noted in the minutes. The cost for the lawyer is \$21,764.32 including tax to date. The court date has been postponed to May 7 & 8, 2024 - **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. Kerry has Joe Whitmill's contact for maps, the secretary will get the parcels and advise. The secretary will check the survey. The secretary gave Pam the titles for each property. Pam is working on this – **ongoing**.

#### **Unfinished from September 17, 2020**

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. As of June 15, 2023 Pam will call Point North. As of September 21, 2023 Pam will ask Point

North for the netting and we will store it at the rink. Pam will see Brian from Point North at court and ask him – **ongoing**.

### **Unfinished from December 15, 2022**

Mike suggested that we should get a temporary cover for the generator and a permanent one in the spring. Mike will ask Dave Thier about this as he did this for the air conditioner. The Board agreed to the cover. Dave agreed and will do a permanent one in the fall – **ongoing**.

### **Unfinished from August 17, 2023**

Email from a property owner suggesting if the lights could stay on at the rink from dusk to 11:00 p.m. The Board will look into getting a backup battery for the timer and they all agreed to set the timer for the lights on until 11 p.m. Mike will talk to Rod at Electrified General Contracting regarding the battery backup – **ongoing**.

Regarding the suggestions from a property owner with a few ideas for the AC, the Board discussed and said they will look at this for the next budget as it is getting late in the season - **ongoing**.

Lindsay will look into getting grants for echargers to see if we could apply – **ongoing**

### **Unfinished from September 21, 2023**

Dave Thier said he is waiting for the doors with frames to complete at the rink – **ongoing**.

They will work on the silicone for the rink before winter – **ongoing**.

Pam will check with Paul Cameron on filling the holes in the rink from Pickleball. Paul said he would do this before the snow – **ongoing**.

Lindsay has checked into a price for a new ball diamond and has received a quote from Toronto of \$80,000.00 - \$100,000.00, not including the fill. He will check with more companies – **ongoing**.

### **Unfinished from October 19, 2023**

Lorna Davis mentioned that the poles at the ball diamond and hopes that they will either be moved outside the fence or wrapped before baseball starts in 2024. The Board will be looking into this. Lindsay has ordered the foam padding for the poles - **ongoing**.

### **Unfinished from November 3, 2023**

Damage to the siding at the rink again. The Board thinks that this is caused by not closing the door and they will look at getting self-closing hinges. Also, Andy Hutchins asked about getting netting for the side of the rink to protect people and cars from pucks. The Board will look into this – **ongoing**.

Email from the insurance suggesting recommendations to the policies. The secretary will work on this – **ongoing**.

Email regarding Community Emergency Preparedness Grant. Kaleb will work on this - ongoing.

### **Complete from September 21, 2023**

Email from the Northern 911 Services asking if we would be available for a short meeting since our contract will be ending June 2024. Dan said that our primary service is with the OPP and that Northern 911 are a competitor. Waiting to find out what the cost is for their contract – **complete**.

Email from the chair of the Landfill asking if the LSB could split the cost to allow residents to drop off hazardous waste at the North Bay Hazardous Waste Depot? The Board will discuss this at budget time. The Board has put \$1,000.00 in the budget – **complete**.

Town & Country will be in to service the generac in October – **complete**.

### **Correspondence**

1. Email from Bell 911 for their survey to be completed by November 3, 2023.

**Action Required:** The secretary has completed, no further action required.

2. Email from Fire Underwriters Survey Supports Canada Volunteer Firefighters and sent a petition to support Bill C310.

**Action Required:** The secretary has forwarded this to Andy Hutchins, no further action required.

3. Email from Ontario Parks 2024 Library Lending Application and the deadline is November 24, 2023.

**Action Required:** The secretary has forwarded this to the Library, no further action required.

4. Email from a new owner purchasing a property in Port Loring asking about taxes and water.

**Action Required:** The secretary said MOF issues the taxes and I gave them a contact for the water, no further action required.

5. Email from Restoule LSB asking how much we pay for an audit.

**Action Required:** The secretary said it was around \$5,500.00, no further action required.

6. Email asking if a road was maintained.

**Action Required:** The secretary forward this to the LRB, no further action required.

7. Email asking how to set up a water bill in Port Loring.

**Action Required:** The secretary gave them the contact for the water, no further action required.

8. Phone call from Rainbow County LSB asking who are insurance is through.

**Action Required:** The secretary replied that it was through Brokerlink and it was the same as theirs, no further action required.

9. Email from Dave Thier regarding self-closing hinges for the rink door and his budget to supply and install is \$500.00.

**Action Required:** The Board said to go ahead with this, no further action required.

10. Dave also asked about the generator cover, to make a removable for service made out of wood frame and a blue roof panel to match the siding, his budget would be \$500.00.

**Action Required:** The Board said to go ahead with this, no further action required.

11. Dave mentioned about the baseboard, chair rails and installing the rest of the floor?

**Action Required:** Lindsay said he has ordered, but it is still on backorder and will decide at the next meeting.

12. Dave asked about the doors at the rink, to purchase a frame with the door would be \$800.00 to \$1000.00 per unit.

**Action Required:** Mike will talk to Dave and this will be tabled until February 2024.

13. Dave also asked about his holdback cheque of \$1,100.00 from the tender at the rink.

**Action Required:** The Board said to release the cheque to him, no further action required.

### **Committee Reports**

Library (Kaleb)

There was no quorum for the November meeting, the next one will be December 13, 2023 at 9:00 a.m.

Recreation (Lindsay, Mike)

Lindsay asked if the lights could be turned on at the rink since the time change, Mike will look after this.

Fire (Mike, Lindsay) None

911 (Dan) None

Administration (Pam) None

### **New Business**

None

**Pay Bills:** 10 bills presented to be paid.

Dianne Feasby - \$290.06 (books)

Albert Lamb - \$395.00 (October cleaning)

Port Loring Home Building - \$18.63

Lone Wolf Property - \$549.75 (water test)

Presse Commerce - \$461.62 (magazines)

Whitehots - \$211.65

North Bay Mat Rental - \$49.72

Peggy Whitehead - \$226.14 (office supplies & water test)

Steve Davis - \$1,400.00 (signs & removing dock)

**These bills have already been paid:**

Hydro One - \$246.97

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

### **Public Comment**

None

Meeting adjourned at 8:03 p.m.

**Next meeting will be on Thursday, December 21, 2023 at 7:00 p.m.**

*Peggy Whitehead*

Peggy Whitehead

Secretary/Treasurer

Posted on November 22, 2023