



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting November 17, 2022

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

Attending: Pam Dekoter, Mike Legault, Lindsay Lemasurier and Peggy Whitehead
Absent: Kerry Booth and Kaleb Summers
5 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 Pam at 7:00 p.m.

Conflicts: Possible conflict for the Fire Department budget for Pam and Mike

Minutes Motion to accept the minutes for the October 20th, 2022 meeting by Lindsay, 2nd by Mike, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for September 30, 2022 final. Motion to accept by Mike, 2nd by Lindsay, all in favour, motion carried. Also presented the financial statement for October 31, 2022. Motion to accept by Lindsay, 2nd by Mike, all in favour, motion passed.

Critical Path: Budget has to be approved by December 1, 2022.

Bylaws, Motions and Notices of Bylaws:

One tender received from Jesse Booth Construction at a rate of \$45.00/hour.

Bylaw 2022-08 Enter into a contract with Jesse Booth Construction for a rink attendant for the winter season of 2022/2023 at a rate of \$45.00/hour. Training if required. Motion to approve by Lindsay, 2nd by Mike, all in favour, bylaw passed.

- Bylaw 2022-11 Enter into a contract with Electrified General Contracting for LED lights and electrical repairs for the AC at a cost of \$8,150.00 plus HST. Motion to approve by Mike, 2nd by Lindsay, all in favour, bylaw passed.
- Pam presented the LSB budget and Shawn Mckenna presented the Fire Department budget. The budget was only a difference of 81 cents per property from last year. The secretary will post both budgets on the website.
- Bylaw 2022-13 Approve the Local Services Board of Loring, Port Loring and District budget for the Board fiscal year of October 1, 2022 to September 30, 2023, as presented at the November 17th, 2022 public meeting and the 1st Request for Payment from Ministry of Northern Development. Motion to approve by Lindsay, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2022-12 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, 2022 to September 30, 2023. Motion to approve by Lindsay, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2022-14 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, 2022 to September 30, 2023 in the amount of \$352,850.00. Motion to approve by Lindsay, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2022-15 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, 2022 to September 30, 2023 in the amount of \$12,000.00. Motion to approve by Lindsay, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2022-16 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, 2022 to September 30, 2023, for administration, recreation, library, emergency telecommunications and fire protection. The total budgeted amount per property for Administration \$13.80, Recreation \$27.85, Library \$0.00, Emergency Telecommunications \$0.00 and Fire Protection \$137.99 and the method of collection is Methodology 2. Motion to approve by Lindsay, 2nd by Mike, all in favour, bylaw passed.
- Bylaw 2022-17 Approve the 2022-2023 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 \$179.64 in the designated Board area for the fiscal year October 1, 2022 to September 30, 2023. 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 approve by Lindsay, 2nd by Mike, 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. As of September 15, 2022, Kerry received a quote from Town & Country Electrical for \$30,000.00 including tax. Motion to accept the quote by Mike, 2nd by Kaleb, all in favour, motion passed. A bylaw will be ready for the next meeting. A bylaw was done on October 20, 2022 and waiting on delivery and installation. The contractor has the generator and is scheduled to be installed on December 8, 2022 – **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. 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 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. Lindsay checked the rink boards and said when water comes in it pushes the boards up then breaks the bolts. He said that there should be silicone on the seams of the board and they will look into this. Lindsay will purchase an easy out tool to remove the broken bolts. Lindsay has purchased the bolts and this will be done in the spring along with silicone for the boards – **tabled until April 2023**.

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 ma, the secretary will get the parcels and advise. The secretary will check the survey – **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 - **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. Kaleb has sent the amendments to the NNDSB and they have sent it to the appropriate people - **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. Lindsay will check the UV to see what size and order 2 to keep on hand - **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. Mike will ask Myles Brooks for some gravel - **tabled until spring.**

Complete from February 20, 2020

Mike received a quote from Electrified General Contracting for \$8,150.00 plus tax and will install 20 of the new LED fixtures and saving some of the old for emergency repairs. They will also check the electrical to make sure it is okay. Motion by Mike to accept the quote, 2nd by Kaleb, all in favour, motion passed. A bylaw will be done at the next meeting - **complete.**

Complete 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 again - **complete.**

Correspondence

1. Email from a lawyer asking questions about building in the area.
Action Required: The secretary sent the letter regarding building in an unorganized township, no further action required.
2. Email asking questions regarding Meadowland Road.
Action Required: The secretary has forwarded this to the Local Roads Board, no further action required.
3. Email from Ontario Parks Permit Lending advising that their 2023 application is now open.

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

4. Email asking about a road for severing a lot.

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

5. Email from a property owner with a suggestion for a splash pad for the community centre.

Action Required: The Board said no for this year at this time. This could be a liability issue and there is no municipal water here, no further action required.

6. Email with a question on burning hours for November and December.

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

7. Email from another service board and are asking for an endorsement to amend the act for garbage collection to establish, operate and maintain a landfill site.

Action Required: The Board that were present all agreed to do this, no further action required.

8. A letter from the auditors to be signed regarding banking and to be returned.

Action Required: The secretary and Pam will sign and return, no further action required.

Committee Reports

Library (Kaleb) Pam said the Library could be closed the week of November 21st as a possible strike.

Recreation
(Lindsay, Mike, Kaleb)
None

Fire (Mike, Lindsay)
Pam said that in the past the LSB representative was allowed to go to the Fire Department board meetings and last couple of years they could not. Shawn Mckenna will discuss this with the Board and advise.

911 (Kerry) None

Administration
(Pam) None

New Business

Mike motioned for an exemption for the 3-meeting rule in the act for Kerry until he returns, 2nd by Pam, all in favour, motion passed.

Pay Bills: 12 bills presented to be paid.

Buchanan Hardware - \$195.23

Presse Commerce - \$393.74

Steve Davis - \$600.00

Town & Country Electrical - \$15,000.00 (deposit for generator)
Electrified General Contracting - \$9,209.50 (lights at rink)
Albert Lamb - \$330.00 (October cleaning)
Whitehots - \$181.29
Lindsay Lemasurier - \$178.51 (bolts)
North Bay Mat Rental - \$49.72

These bills have already been paid:

Moore Propane \$735.94
Bell Canada - \$422.88
Hydro One - \$560.87

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

Public Comment

None

Meeting adjourned at 8:02 p.m.

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

Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on November 24, 2022