



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting November 19, 2020

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

Attending: Pam Dekoter, Gilbert Moore, Greg Schippers, Kerry Booth, Mike Legault, Peggy Whitehead and 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 & Mines (**MNDM**), North Almaguin Planning Board (**NAPB**)

Meeting brought to order by Pam at 7:01 p.m.

Conflicts: Mike for the rink tender

Minutes Motion to accept the minutes for October 15, 2020 meeting by Mike, 2nd by Gilbert, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for September 30th, 2020 Final. Motion to accept by Gilbert, 2nd by Kerry, all in favour, motion carried. Peggy presented the financial statement for October 31st, 2020. Motion by Greg, 2nd by Mike, all in favour, motion carried.

Critical Path: Budget to be approved by December 1st, 2020 and to be sent to MNDM by December 10th, 2020.

Bylaws, Motions and Notices of Bylaws:

Received one tender from Mike Legault for rink attendant at \$30.00 per hour. The Board accepted his tender providing that he gets WSIB and updates his insurance to cover making ice and a copy to be sent to the Board. Once papers received the bylaw will be issued at the next meeting.

There were no bids for the deflector roof tender, therefore Pam said that Ron Dekoter will make something and the only charge to the Board will be for the supplies. The tender will go out again in the spring.

Bylaw 2020-13 Rescind Bylaw 2016-15 Boat Launches. Motion to accept by Kerry, 2nd by Greg, all in favour, bylaw passed. Gilbert asked who is responsible for Noganosh boat launch since we repaired the boat launch in 2015 and Karen Rivais said if we do not own the land then we are not responsible.

Andy Hutchins presented the Fire Department Budget. He said the main increases were building, firefighters and vehicles. Kerry said that the income should be on the budget as they are public funded and should be accountable. Kerry asked why the new truck was not on the budget and Andy said it was missed. The new truck purchased in January 2020 was \$278,822.40 plus tax and taken out of reserves. Karen Rivais works for a corporate lawyer and said that the Fire Department only has to show what the expenditures are even if it is public funded. Lana Reading asked if they were going to do repairs to all stations or just station 1 and Andy said that they wanted to complete one station at a time.

Pam presented the LSB budget and for the AC they wanted to put in a swing set, complete the ball diamond and trails. For the ACC the floor, tiles on ceiling and automatic generator. Pickle ball will be taken out of reserves as this was missed.

Bylaw 2020-18 Approve the Local Services Board of Loring, Port Loring and District budget for the Board fiscal year of October 1, 2020 to September 30, 2021, as presented at the November 19th, 2020 public meeting and the 1st Request for Payment from MNM. Motion by Kerry, 2nd by Mike, 3 in favour, Gilbert opposed, bylaw passed. Gilbert opposed due to what he feels is a large increase in taxes.

Bylaw 2020-14 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, 2020 to September 30, 2021, for administration, recreation, library, emergency telecommunications and fire protection. The total budgeted amount per property for Administration \$7.64, Recreation \$32.33, Library \$0.00, Emergency Telecommunications \$0.00 and Fire Protection \$136.37 and the method of collection is Methodology 2. Motion by Mike, 2nd by Kerry, all in favour, bylaw passed.

Bylaw 2020-15 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, 2020 to September 30, 2021 in the amount of \$345,822.00. Motion by Kerry, 2nd by Greg, all in favour, bylaw passed.

Bylaw 2020-16 Approve the Insurance Contract between the Local Services Board of Loring, Port Loring and District and Cambrian Insurance, covering the period of October 1, 2020 to September 30, 2021 in the amount of \$16,057.44. Motion by Greg, 2nd by Mike, all in favour, bylaw passed.

Bylaw 2020-17 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, 2020 to September 30, 2021 in the amount of \$10,000.00. Motion by Gilbert, 2nd by Greg, all in favour, bylaw passed.

Bylaw 2020-19 Approve the 2020-2021 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 **\$176.34** in the designated Board area for the fiscal year October 1, 2020 to September 30, 2021. 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 by Mike, 2nd by Greg, all in favour, bylaw passed.

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. Steve said his cost would be \$450.00 to change/repair plus the cost of the signs for the 1000 series. The Board discussed whether they use the 1000 series for the fire department as a reference and Greg said they just go by the 911 signs for the property. The Board agreed that they are not useful and will not proceed. Kerry said Steve Davis has got the lakes done by using the topographic map and will add this to the SOP. Kerry hopes to have this ready for the next meeting. Gilbert suggested that we have a book of 911 data base for each road, similar to what Restoule F.D. has, in all fire trucks. Kerry said that dispatch looks after this and they are given the data base – **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. 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 – **ongoing**.

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 of pressure treated barrier for the next meeting. Gilbert checked and wood is not acceptable, still looking at a chain link fence. Cathy Thompson mentioned that Trillium Fund might be able to help with the chain link fence. Pam will check into this – **tabled until spring**.

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 until February**.

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. 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 – **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 is 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 – **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 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 – **ongoing**.

Complete from September 17, 2020

Marla Booth suggested that Pickle Ball is a popular outside sport. The Board will look into this. Marla will get the cost for the netting and present to the Board to be added to the budget.

Complete from October 15, 2020

Email from MPAC advising that they are looking at designing a product tailored to LRA and LSB in the North and asking the secretary and/or chair to participate on November 2, 2020 via webinar/teleconference if we are interested. The secretary will attend and advise the Board. The secretary couldn't attend and sent an email and they said if I was still interested in the working group to let them know. As of November 16, 2020, a new version of Municipal Connect will be rolled out in early 2021 for municipalities. MPAC is hoping to move ahead at that time with a version specifically for Local Roads Area and Local Services Board.

Correspondence

1. Email asking if the township has any acreage, buildings or empty lots for sale.
Action Required: The secretary said he would have to contact a real estate agent, no further action required.
2. Annual survey from the Bell 911 modifications team due November 6th.
Action Required: The secretary completed; no further action required.
3. Email from Ontario Parks for a day-use permit lending program invitation for 2021 for the library.
Action Required: Forwarded to the Library, no further action required.
4. Cambrian Insurance asking the Board if they are interested in Cyber coverage.
Action Required: The Board said they were not interested, no further action required.
5. Three questions on 911 signs.
Action Required: The secretary answered, no further action required.
6. Email from MNDM for Funding Inclusive Community Grants to sustain existing and create new for older adults with funding up to \$60,000.00 and closes on December 21, 2020.
Action Required: None

7. Email from Xplornet regarding a project in Loring and wanted to speak to someone on the Board regarding an application they were submitting.

Action Required: The secretary said that this was not in our mandate and asked if I could forward this to someone else in the community. They said they wanted letters of support from LSB. They asked if the LSB would be in favour of improved connectivity in the region without offering a specific endorsement of their project? The Board agreed that Pam could do a letter saying that the community is in need of improved connectivity, no further action required.

8. Office of the employer adviser is hosting free webinars on various WSIB topics.

Action Required: None

9. Email from MNDM, COVID-19 Resilience Infrastructure Stream for municipalities deadline for single project is December 21, 2020 and for multiple projects it is January 7, 2021.

Action Required: None

Committee Reports

Library (Pam) There is hope that the Library may be able to open, on a limited basis, in the New Year. The decision will be up to the school board. In the meantime, the Library Board is developing a COVID safe operating plan to present to the school board.

Recreation (Greg/Mike) Greg said that the Board will have to decide about the change rooms and washrooms when the rink is ready to follow COVID-19 rules.

Fire (Gilbert) At the fire meeting Gilbert said to check with OFM to find out where the batteries are in all vehicles.

911 (Kerry) Kerry will purchase a new GPS as Steve Davis said that the old one was not working.

Administration (Pam) Pam will check on grants to see what we can use. Mike suggested Heritage Fund and Lana Reading suggested FCC also.

New Business

Lana Reading asked the Board about the plaque she wanted to present for the benches and picnic table from donations to the Lions for this. Pam said she thought the sign would be when they have the pavilion ready and Lana said this was just for the benches and table. The Board agreed that this would be okay and Lana will get a sketch and present it to the Board for their approval.

Pay Bills: 10 bills presented to be paid.

Albert Lamb \$325.00 (October cleaning)
Port Loring Home Building Centre \$25.80

Bell Canada \$388.06
Presse Commerce \$372.22 (magazines)
Whitehots \$139.18
Dianne Feasby \$305.75 (Overdrive on-line books)
Steve Davis \$200.00
Peter Stillar \$933.38 (pump at AC – this will be taken out of last years financial)
The following bills have already been paid
Hydro \$104.48
Bell Canada \$388.43

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

Public Comment

1. Andy Hutchins asked if the LSB could send them their data base on 911 properties.
Action Required: The secretary will send them the current data base, no further action required.
2. John Wassink asked if the Board could lower the flag out of respect for the police officer that was killed today.
Action required: The Board all agreed and the secretary will ask Albert to do this, no further action required.

Meeting adjourned at 8:40 p.m.

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

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on November 26, 2020