



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT  
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**Minutes of Board Meeting December 20, 2018**

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

**Attending:** Debbie Keetch, Earl Reading, Gilbert Moore, Tanya Buchanan, Larry Bain 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 Tourism, Culture and Sport (**MTCS**), Request for Proposal (**RFP**), Local Roads Board (**LRB**), Ontario Fire Marshal (**OFM**), Ministry of Northern Development & Mines (**MNDM**)

**Conflicts:** None

**Minutes** Motion to accept the minutes of November 15, 2018 by Gilbert, 2<sup>nd</sup> by Tanya, all in favour, motion carried.  
Motion to accept the minutes of November 27, 2018 by Gilbert, 2<sup>nd</sup> by Larry, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for November 30, 2018, motion to accept by Larry, 2<sup>nd</sup> by Tanya, all in favour, motion carried.

**Critical Path:** None

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

The Board received one bid for the rink.

**Bylaw 2018-23** Enter into a contract with Mike Legault for the rink attendant at a cost of \$20.00/hour. Motion by Earl, 2<sup>nd</sup> by Gilbert, all in favour, bylaw passed.

Earl brought up that OFM has to do their final inspection for the ACC before we can rent the kitchen. There are a couple items to complete (make-up air system and floor plan) and Earl will call OFM and find out

when they can come in to inspect. The secretary will contact Airco to find out when they can complete the make-up air unit and Earl will finish the floor plan.

Gilbert mentioned that he would like to have an old-fashioned carnival. Tanya will contact Argyle Riders to see if they will want to combine the poker run with a carnival.

## **Unfinished Business:**

### **Unfinished from August 17, 2017**

Revised 911 SOP is ongoing.

### **Unfinished from October 18, 2018**

Property owner asked if we have an understanding with the MNR regarding boat launches. Mike Legault will contact MTO and ask them about boat launches. This will be tabled until the next meeting. Mike said MTO will not look after boat launches. **This will be tabled until spring.**

Waiting on the library agreement from the Near North District School Board. Sandra Gendron has received the agreement and will email it to the secretary to forward to the Board. The secretary will send a copy to Kim Summers, Chair of the Library Board for her review.

Bill Chambers asked if the Board will be looking at telecommunication for meetings. Debbie said they will check with the whole Board after November 5<sup>th</sup>. This will be discussed in the New Year.

### **Unfinished from November 15, 2018**

Email asking about swimming lessons. Debbie said we will look at this in the New Year. Mike Buchanan said we have all the equipment for this at the AC – **tabled until spring.**

### **Complete from September 20, 2018**

ACC closure updates. The Board decided to get an engineer in to get a detailed analysis to see what has to be done to open the ACC. Larry will take the lead on getting quotes for engineers so that each quote is for the same job. This will be under committee reports.

### **Complete from November 7, 2018**

Pam Dekoter will check into the cost for the people that were relocated when the community centre was closed. Sandra Gendron said the churches and legion have been very good to open their facilities to clubs since the closure of the ACC.

## **Correspondence**

1. Almaguin Adult Learning Centre with their December calendar.

**Action Required:** None

2. Notice from MPAC for the new property being assessed at \$55,000.00.

**Action Required:** None

3. Questions on how close a structure can be built on a property.

**Action Required:** The Board for them to contact Dean Gates at the North Almaguin Planning Board, no further action required.

4. Tim Gehrke sent in a draft copy for a request for proposal for an engineer to check the whole ACC building.

**Action Required:** Debbie said the Board did not feel comfortable to present the report and will wait for Tim Gerhke to present it.

5. Papers from the auditors to be signed and returned.

**Action Required:** Debbie and the secretary will sign and return, no further action required.

6. Original report from Bry-co dated November 30, 2018 by mail and also drawings for a beam hanger that was sent by email.

**Action Required:** Larry will discuss this under committee reports.

7. Property owner asked if the trail off Duck Lake Road is being insured by the LSB as a member of the Board had posted the LSB and Argyle Riders are in partnership.

**Action Required:** Debbie answered that the only partnership the LSB has with the Argyle Riders is the trails for snowshoeing and cross country skiing on LSB property.

8. Letter from Bell for internet at the ACC that our contract is up and if we want to change we have to call before December 28, 2018.

**Action Required:** The Board said to go monthly until we check to see if we can get the WIFI hotspot at the rink to see if it can reach the ACC.

9. Horticultural Society would like to know the cost for rent for the flower show and their monthly meetings.

**Action Required:** The Board said the rent would be the same as last year at \$100.00 and for their monthly meetings this would be no charge as it would be LSB sponsored. Secretary will advise, no further action required.

10. Office of the Information & Privacy Commissioner of Ontario to report the 2018 Annual Statistical Reporting to be completed by March 1, 2019.

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

11. Phone call from a property owner asking about their 911 number, it was different on their tax roll and their driveway number.

**Action Required:** This will be looked at in the spring to make sure the 911 numbers are correct as part of the road is not plowed.

12. WSIB premium rate for 2019 is .72 from 1.05 for 2018.

**Action Required:** None

### **Committee Reports**

Library (Earl)           None

AC (Gilbert & Earl) Gilbert suggested that the proceeds from the carnival will go towards netting for the ball diamond. Picnic tables will be repaired in the spring. Lana Reading presented to the Board that the Lions would like to get 2 picnic tables and one bench to be placed by the playground. The plan is to have them cemented in and for the bench it will read Argyle Lions. There will also be a plaque naming who donated to the project. Lana

asked the Board if they were in agreement before they went any further and the Board all agreed to go ahead. Lana will keep the Board informed.

ACC (Larry) Larry said Bry-co came in and looked over the building and could not find anything wrong and said there was nothing out of the ordinary. He looked at the box beams which he was familiar with and has sent in a design for a bracket which will cost around \$200.00. Once the bracket is installed the temporary post can be removed and the OFM reports completed it will be all good.

Gilbert spoke about the engineers that they said the building was structurally strong and mentioned that with excellent lumber that they used he would say that it was overbuilt.

Fire (Tanya) During the budget for 2016/2017 Tanya had asked if the LSB had a copy of the by-law that the fire department had regarding keeping these three reserves separate. Debbie said Christopher was working on getting quotes for an audit in the New Year and bringing this to the Board.

911 (Gilbert) Debbie asked Tanya to help out with the 911 and she agreed.

Website (Debbie) Website will be reviewed in the new year on whether this should be a contract or a service like Bell and Hydro.

Events/Grant (Debbie) Tanya will check with Argyle Riders to see if they want to share the building and advise the Board.

### **New Business**

The Argyle Riders will do the trails in exchange for free rent at the AC for the cornfest and the Board all agreed. Mike Legault will check in the utility rooms to see if there are any no-snowmobiling signs and if not we will have to get some ordered.

Debbie mentioned the WIFI hotspot and the Board asked to check with the insurance for liability. The Board all agreed to move forward with this depending on the insurance.

Larry, Gilbert and Earl will get quotes and engineers for the HVAC system and will meet in the New Year to discuss.

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.

**Pay Bills:** 12 bills presented to be paid.

Port Loring Home Building Centre \$91.98 (supplies)  
Buchanan Hardware \$3.38

Royal Canadian Legion \$113.00 (meeting)  
North Bay Security \$84.75  
Peggy Whitehead \$3,017.98 (Honorarium, Office Supplies, Water Test, Flowers for Carole  
Mantha from the LSB and the Argyle Community)  
Dianne Feasby \$265.40 (dvd's)  
Whitehots Inc. \$299.11 (books)  
Albert Lamb \$350.00 (November cleaning)  
Mike Legault \$460 (November Snowplowing)  
Mike Legault \$60.00 (rink)  
The following bills have already been paid  
Bell Canada \$365.48  
Hydro One 579.18  
Motioned to pay bills by Earl 2<sup>nd</sup> by Larry, all in favour, motion passed.

### **Public Comment**

1. Mike Legault said he will push the banks back to the entrance of the ACC as requested.  
**Action Required:** None

Meeting adjourned at 8:45 p.m.

**Next meeting will be on January 17, 2019 at 7:00 p.m.**

Prepared By  
*Peggy Whitehead*  
Peggy Whitehead  
Secretary/Treasurer

Posted on January 3, 2019