



**LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT**  
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**Minutes of Board Meeting December 21, 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

**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 6:59 p.m.

**Conflicts:** Potential conflict for Kaleb regarding M&T Buchanan

**Minutes** Motion to accept the minutes for the November 16, 2023 meeting by Pam, 2<sup>nd</sup> by Lindsay, all in favour, motion carried.

**Financial Report:** Peggy presented the financial statement for November 30, 2023. Motion to accept by Lindsay, 2<sup>nd</sup> by Mike, all in favour, motion carried.

**Critical Path:** None

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

Bylaw 2023-25 Enter into a contract with Lone Wolf Property Services to install a UV Light at the ACC for a cost of \$6,480.00 plus tax. Motioned 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 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. This will be discussed under Committee Reports – **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. All the information has been sent in and waiting for a reply. Lindsay said he was looking at a Tesla charging station where 15 minutes of charge for 200 km of travel – **ongoing**

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

Pam will check with Paul Cameron on filling the holes in the rink from Pickleball. Paul said he would do this before the snow. Mike will get Dave Thier to fill in the holes properly and we will send the bill to Paul – **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 – **tabled for spring**.

#### **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. Lindsay he is making the foam padding and it will be ready in the spring - **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. Waiting for the hinges to come in – **ongoing**.

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

#### **Unfinished from November 16, 2023**

Dave asked about the doors at the rink, to purchase a frame with the door would be \$800.00 to \$1000.00 per unit. Mike will talk to Dave - **tabled until February 2024**.

#### **Complete 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 – **complete**.

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

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

#### **Removed from November 3, 2023**

Email regarding Community Emergency Preparedness Grant. Kaleb will work on this. Kaleb did not get this complete as they require a specific item for the grant. Dan will work on something with the community to find out what we would need in an emergency.

#### **Correspondence**

1. Email from another LSB asking if someone could call them regarding the budget.

- Action Required:** The secretary has sent her the LSB guide and resources, no further action required.
2. Email from OFM regarding training delivered by a third party.  
**Action Required:** The secretary has forwarded this to the Fire Department, no further action required.
3. Letter from Caisse Alliance thanking for setting up and adopting to their online tools.  
**Action Required:** None
4. Email from Almaguin Pride Network wondering if our township has a request for funding policy to send to them and that they will be hosting 4 events in 2023/24.  
**Action Required:** The secretary will reply that we do not have a funding policy, no further action required.
5. Email from OFM will be holding a NFPP townhall meeting online on December 19<sup>th</sup> for the Fire Department and LSB members.  
**Action Required:** Dan attended and it was more about behind the scene with OFM and that it really didn't apply to us, no further action required.
6. Email from MTCS advising that a different sign-in for the Library surveys.  
**Action Required:** The secretary forward this to the Library, no further action required.
7. Email from Information & Privacy Commissioner to submit our annual statistics by April 1, 2024.  
**Action Required:** The secretary will look after this, no further action required.
8. Email from Canadian Coast Guard and have identified the Argyle Fire Department as having a fire boat. They want to know if this is correct and to fill out the attached template.  
**Action Required:** The secretary has forwarded this to the Fire Department, no further action required.
9. Library Grant of \$5,808.00 was deposited on December 19, 2023.  
**Action Required:** None
10. Email from the auditors for a letter to sign for fraud assessment and some questions to be answered.  
**Action Required:** The secretary will answer the questions and will email the signed paper, no further action required.
11. Email requesting dog training at the ACC.  
**Action Required:** The Board discussed this regarding dogs in the building and the insurance requirements. Pam motioned to allow this with the requirements, 2<sup>nd</sup> by Lindsay, 2 in favour, 3 opposed, motion denied. The secretary will reply to their email, no further action required.
12. A request for rental of the ACC for yoga.  
**Action Required:** The secretary will email an explanation as to why there is a charge for this, no further action required.
13. Email from the Ministry of Agriculture, Food & Rural Affairs with their new intake for the RED program and more information will be sent in January 2024.  
**Action Required:** None

## **Committee Reports**

Library (Kaleb) Library is looking at an open house and an author visit for July and August.

Recreation (Lindsay, Mike)

Lindsay has requested the plastic rails and baseboards to be ready for pickup to bring for our next meeting from either Lowes or Home Depot. The leftover floor can be used for the bathrooms.

Mike talked to Electrified about a quote for the timer with a battery backup included. The quote was \$559.00 plus tax and the Board said to go ahead with this.

The generac has been serviced by Town & Country. Mike will look into the battery and a cold weather kit.

The fifth camera has been installed.

Fire (Mike, Lindsay) None

911 (Dan) None

Administration (Pam) None

## **New Business**

None

**Pay Bills:** 15 bills presented to be paid.

North Bay Security Communications - \$1,080.27 (camera & monitoring)

Lisa Tetrault - \$99.00 (overpayment on rental)

Albert Lamb - \$417.50 (November cleaning)

Port Loring Home Building - \$548.34

Lone Wolf Property - \$3,661.20 (UV light)

Thier Renovations - \$2,182.03 (repairs to the AC & ACC)

Whitehots - \$398.06

North Bay Mat Rental - \$24.86

Minister of Finance - \$770.00 (sign)

Steve Davis - \$100.00 (sign)

Town & Country - \$518.29 (generac maintenance)

**These bills have already been paid:**

Hydro One - \$627.35

Lone Wolf Property - \$3,661.20 (uv light)

Bell Canada - \$440.64 (November)

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

## **Public Comment**

None

Meeting adjourned at 7:55 p.m.

**Next meeting will be on Thursday, January 18, 2024 at 7:00 p.m.**

*Peggy Whitehead*

Peggy Whitehead

Secretary/Treasurer

Posted on January 5, 2024