

Gogama Local Services Board
Monthly Board Meeting – May 2, 2019
Gogama Community Centre at 7:00 P.M.

MINUTES

1. **Call meeting to order and Roll Call**

Daniel Mantha presiding as Chairperson, called the meeting to order at 7:15PM.

Present

Daniel Mantha – Chairperson
Gilles Veronneau – Vice Chairperson
Rachelle Minarik – Board Member
Paul Derkacz – Board Member
Christine Bedard – Secretary-Treasurer

Absent with Regrets

Andre Jodouin – Board Member

2. **Declaration of conflict of interest** – As the meeting progresses.

3. **Acceptance of agenda**

The Chairperson asked for a motion to approve the agenda.

The motion to approve the agenda was moved by Paul Derkacz and seconded by Gilles Veronneau.

Motion Carried

4. **Acceptance of minutes**

4.1 April 4, 2019 meeting minutes

The Chairperson asked for a motion to approve the April 4, 2019 meeting minutes.

The motion to approve the April 4, 2019 meeting minutes was moved by Gilles Veronneau and seconded by Rachelle Minarik.

Motion Carried

5. **Disbursement:**

5.1 Monthly Budget Review

The Secretary advised the Board that the Monthly Budget Report is not available due to QuickBooks file currently in conversion status.

6. **Grants Update:**

6.1 **CWWF**

- Claims Submission for completed projects
- 2019 Report
- 2019-2020 Final Report

OCIF Top-Up

- Project re-negotiation - completed
- Pre-construction meeting – completed
- Project commencement date – June 5, 2019
- Milestone 2 Payment – June 30, 2019

Northern Rural Communities Stream

- deadline extension to May 14, 2019
- Telephone conference call between Secretary, Marc Serré's office and Minister of Infrastructure's office GLSB, Chamber, Minakwa Lodge does not meet eligibility requirements, will need to wait for other grant types.

Community, Culture and Recreation

- still not open

Green Stream

- still not open

Public Transit Stream

- still not open

Enabling Accessibility

- still not open

New Horizons & Enabling Accessibility

- still not open

7. Action Items:

7.1 Ongoing action items;

Superior Propane account credits – ONGOING

The Secretary has been in communication with Superior Propane. New Fixed Price Rider is now in place and the new account manager is now reviewing all accounts in order to apply proper credits for the difference in pricing.

As of May 2, 2019, the accounts have been credited a total of \$2520.48 for the 2019 heating season and a total of 10,195 free litre credit has been applied to the accounts to make up the difference in pricing for the 2018 heating season. The Secretary advised the Board that she will continue to work with Superior Propane until the billing matter is completely resolved.

8. New Business

8.1 Correspondence:

8.1.1 CN Right-of-Way Vegetation Control

The Secretary advised the Board that CN has sent a notice that they will be performing their annual vegetation control project end of June 2019. They are requesting to know if the Board has any noxious weed removal requests. Some previous suggestions were as follows;

- Beach Road & walking trail
- Public dock area
- Crossing by the Cenetaph
- Airbase to Wellhouse
- Helipad

The Board discussed the matter and requested that the Secretary reach out to CN to confirm if this would be a free service and to ask what product they used. The Board also requested that the Secretary reach out to the Gogama Local Roads Board to see if they would also like to participate.

Action Item: Christine

- Contact CN to confirm if free service
- Contact GLRB to see if they wanted to participate

8.2 Administrative Portfolio:

8.2.1 Bookkeeping Software

The Secretary advised the Board that the QuickBooks back-up file has been sent for conversion and has been completed. Newly converted file will be downloaded into the program tonight and tested for accuracy of data transfer. Once completed, expenses from February to current time can be entered by the Secretary and Natalie, the former Bookkeeper, will sample the entries as part of the Bookkeeping training to ensure all is correct.

8.2.2 Bookkeeping Training

The Secretary advised the Board that the agreed upon 10 hours of Bookkeeping training has now been used up. The Business Consultant requires some additional hours of training time to complete the Bookkeeping hand over. Items remaining to cover are Trial Balances, Reports, Interim Budget, and sample data entries.

The Board discussed the matter and agreed that the Business Consultant be allowed the hours required to finish the Bookkeeping training.

The Chairperson asked for a motion to approve additional training hours to provide bookkeeping training to the Secretary as needed.

The motion to approve additional training hours to provide bookkeeping training to the Secretary as needed was moved by Paul Derkacz and seconded by Gilles Veronneau. **Motion Carried**

8.3 Garbage Collection Portfolio:

8.3.1 Spring Clean Up – Update

The Secretary advised the Board that there had been some inquiries at the Board Office for a date for the Spring Clean Up. Inhabitants were requesting more advance notice to be posted. In the past, notices were posted only a few days prior to the spring clean up date and inhabitants felt they didn't have enough time to get all their yards cleaned up in time to bring the refuse to the dump on that day.

Gilles Veronneau stated he had not been able to reach the contractor as of late but would reach out to him in the coming days to speak to him on this matter.

8.4 Financial Portfolio:

8.4.1 Superior Propane – Update

The Secretary has escalated the matter of credits due. It appears that Area Manager, Ian Lalande, was terminated at some point after January 15, 2019. New Area Manager, Heather Ross, has been briefed on the matter, has reviewed the accounts and has approved credits to be processed. As the dropping of the Fixed Price Rider was not caught immediately, and due to the fact that the first inquiry was made in January 2019, Superior is unable to backtrack through the previous fiscal year. The Board's Fixed Price Rider is only good up to 10,000 litres. An analysis of the Board's propane consumption over the past few years shows that the Board does not exceed the 10,000 litres in one heating season. Therefore, in order to provide the Board a fair resolution to the 2018 incorrect billing, Superior has provided the Board with a free litre credit of 10,195 litres to be used moving forward.

Resolution:

A total credit of \$2520.48 has been applied to the 2019 invoices that were incorrectly billed. In order to resolve the issue of incorrect billing for 2018, the Board accounts have been provided a "free litre credit" of 10195 liters to be used moving forward. This free litre credit is the equivalent of \$8,582.00. Credits total \$11,102.48.

8.5 Fire Protection Portfolio:

8.5.1. Risk Assessment Public Meeting

The Secretary advised the Board that the Risk Assessment Group from OFMEM have not yet set a new meeting date for the public meeting to present the Community Risk Assessment Plan. The Secretary will advise the Board when OFMEM does set the date.

8.5.2 OFMEM Meeting

The Secretary advised the Board that the OFMEM have called a meeting of the OFMEM, MENDM, GLSB and GFD for May 15, 2019 from 1:00PM to 4:30PM. The agenda will consist of the following;

- The position of the OFM
- The level of service, agreement requirements, and the roles and responsibilities as set out in the Agreement for all parties (based on current, old signed agreement)
- Provision of fire protection services in the community as per the LSB boundaries
- Provision of fire protection services outside the LSB boundaries – Authorities
- OHSA Requirements – Expectations of the OFM for a respectful workplace
- OFM next steps

The Secretary provided the Board with a draft list of questions for their review and asked the Board if they had any additional questions they would want added?

The Board reviewed the list and agreed that it be sent to the OFMEM in advance of the meeting so that the OFMEM and GFD could come to the meeting prepared with answers.

8.5.2 Fire Protection Area Boundary Expansion

The Chairperson advised the Board that as per the NSBA, the Board must put together a proposal for the expansion area. This proposal will be presented to the public in a series of public meetings concluding in a public vote. The Secretary is requesting direction on the proposed expansion area so that she may commence work on the proposal.

The Board discussed the matter and agreed that the Secretary should commence work on the fire protection area boundary expansion as soon as possible.

Action Item: Christine

- Commence proposal for new fire protection area boundary expansion

8.5.3 New Mutual Aid Agreement

The Secretary advised the Board that the Mattagami First Nation Fire Department is in the process of drafting a new mutual aid agreement that would be signed between the Mattagami First Nation Fire Department and the GLSB as the governing body of the Gogama Fire Department. The new agreement will be similar to the current agreement but will have more detail on the division of highway 144 North and South and will contain the wording required to allow the GLSB to enter into such an agreement without risking compliance to the NSBA. The Secretary further advised that the new agreement should be ready for review prior to the OFMEM/GLSB meeting scheduled for May 15, 2019.

8.5.4 Letter to the Ministry of Transportation

The Secretary advised the Board that a draft letter to the MTO will be prepared for the Board's review. This letter would establish the Gogama Local Services Board as the community's governing body and outlines the Board's right to have all highway call payments made payable the GLSB instead of the Gogama Fire Protection Team.

As discussed, funds received would be kept in the Board's general operating account and included in the Fire Protection Operating Budget for access by the GFD for items they may require. This process is exactly like the Board's current process for funds pertaining to the Library and the Recreation Committee. The GFD would not be required to submit forms asking for money, but would be required to provide receipts to the

Board for items or services purchased. This will allow the Board to account for funds coming in and going out for the GFD since GFD financials have not been divulged to the Board since September 30, 2016.

3.6 Library Portfolio: **None**

8.7 Recreation Portfolio:

8.7.1 Manager/Custodian Monthly Report

The Secretary advised the Board that the Manager/Custodian has no issues to report at this time.

8.7.2 Maintenance Monthly Report

The Chairperson advised the Board that the Maintenance Contractor reports that all renovation work related to the Fire Hall is now complete. Work on the front entrance has commenced and is due to be completed by end of day May 6, 2019.

The next work order to be issued is for the renovation work on the office bathroom unless the Board would like other work done first. The Board discussed the matter and directed the Secretary to provide the maintenance contractor with the work order for the office bathroom.

8.7.3 Community Centre Hall Floor – Update

The Secretary advised the Board that Reliable Cleaning from Timmins have completed the scrub and wax of the community centre hall floor and entrance. This now wraps up the water break claim work.

8.8 Water/Sewer Portfolio:

8.9.1 Clinic – Frozen Pipe

The Secretary advised the Board that all work related to the sewer back up incident at the Clinic is now complete. Action Items left to close off this claim are;

- Ordering of the new wet/dry industrial vacuum (claim)

8.8.2 Forestry Operations in Noble 141

The Chairperson advised the Board that all required documents were sent to Crystal Spekking-Percival of MNRF for her review. She has confirmed that the information provided meets the requirements for review and has forwarded the information to the Source Protections Program Branch.

France Gelinas stated that the Board should pass a resolution making the block of Noble 141 a no-work, no-harvest, no-disturbance area as it contains the community's only viable source of potable water. Once this resolution has been passed and signed, it should be sent to EACOM and MNRF and all correspondences are to be copied to France's office.

The Secretary read the new by-law for the Board. The Chairperson asked for a motion to approve by-law number 2018-2019-22, Noble 141 Designation By-Law.

The motion to approve by-law number 2018-2019-22, Noble 141 Designation By-Law was moved by Rachele Minarik and seconded by Paul Derkacz.

Motion Carried

8.8.3 Gogama Exfiltration Lagoon Capacity Exceedances

The Chairperson advised the Board that the office has been copied on an email correspondence from Janet Rekoski. She is enquiring where things are at as a follow up from 2016 when the Board received formal notification of the 300 cubic meters per day capacity exceedance. The Board has not done anything in regards to this since receiving this letter but it appears that MOECC is now following up. This is a matter that the Board can look at doing while Kresin Engineering will be accessible throughout the summer. Depending on the cost, the Board may be able to pass it through the remaining monies from the CWWF projects.

The Board discussed the matter and agreed that the Secretary reach out to Kresin Engineering to inquire on the cost for this process to be completed this year while they are on site for the water infrastructure project.

9. Deputations or Delegations or Discussions from the floor

9.1 Stray Dogs

Paul Derkacz asked that the Chairperson allow item 9.1 to be added to the agenda for discussion. The Chairperson asked the Board if there were any objections. As no objection was made, the Chairperson turned the floor over to Paul Derkacz to take the Board through the details of this item.

Paul Derkacz stated that he was out for an evening walk with his wife when some stray dogs rushed them. He stated that in an effort to turn them away, he extended his hand in one dog's direction and was bitten. He states that he has reported the incident to the O.P.P and police have addressed the matter with the dog owner.

Paul Derkacz states this is not an isolated incident, other inhabitants have voiced their concern regarding the increasing number of dogs stray dogs within the community. Mr. Derkacz is inquiring whether the Board may pass a leash law type by-law.

The Secretary advised the Board that, as per the NSBA, they may only pass by-laws on the powers that the Board holds and Leash Law type by-laws are not included. The Secretary also stated that observances of stray dogs should be reported to the O.P.P as they occur so that the O.P.P. may address the issues with the owners.

10. Adjournment

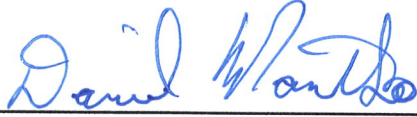
Having no further business to discuss, the Chairperson asked for a motion to adjourn the meeting.

The motion to adjourn the meeting at 9:19PM was moved by Paul Derkacz and seconded by Gilles Veronneau.

Motion Carried



Christine Bedard
Secretary-Treasurer



Daniel Mantha
Chairperson