

Gogama Local Services Board
Monthly Board Meeting – November 9,2023
Community Centre – 6:00PM

MINUTES

1. **Call meeting to order and roll call**

Lisa Fortin, presiding as Chairperson, called the meeting to order at

Present

Lisa Fortin – Chairperson
Pete Corbiere – Vice Chairperson
Mark Legary – Board Member
Christine Bedard – Secretary Treasurer

Absent with Regrets

Mark Smith – Board Member
Edmond Chenier – Board Member

Guest Speaker: Chris Ciarrocca – Ontario Clean Water Agency

Members of the public present:

Rachelle Minarik
Pauline Gaudreau-Secord
Pawel Krolikowski
Denise Savard (arrived during agenda item 8.7)
Marc Constantin (arrived during agenda item 8.7)

2. **Declaration of conflict of interest**

As the meeting progresses.

3. **Acceptance of agenda – Changes, additions and/or deletions**

The Chairperson asked for a motion to accept the agenda.

The motion to accept the agenda was moved by Mark Legary and seconded by Pete Corbiere.

Motion Carried

4. **Acceptance of minutes**

4.1 Acceptance of September 29, 2023 special meeting minutes

The Chairperson advised that being that members of the previous Board can no longer make motions, and being that all new members, except one, were present at this meeting, the minutes of the September 29, 2023 special meeting will be accepted and approved by this Board. Accepting and approving these minutes simply mean that the meeting minutes contents accurately reflect the topics discussed, and the motions made throughout the meeting.

Having said this, the Chairperson asked for a motion to accept and approve the September 29, 2023 special meeting minutes.

The motion to accept and approve the September 29, 2023 special meeting minutes was moved by Mark Legary and seconded by Pete Corbiere.

Motion Carried

- 4.2 Acceptance of October 5, 2023 meeting minutes**
- 4.3 Acceptance of October 16, 2023 special meeting minutes** (1st Budget meeting)
- 4.4 Acceptance of October 30, 2023 special meeting minutes** (2nd Budget meeting)

The Chairperson asked the Board whether anyone opposed running one motion to defer agenda items 4.2, 4.3 and 4.4.

As no one was opposed, the Chairperson asked for a motion to defer agenda items 4.2, 4.3 and 4.4 to the December 2023 meeting.

The motion to defer agenda items 4.2, 4.3 and 4.4 to the December 2023 meeting was moved by Pete Corbiere and seconded by Mark Legary. Motion Carried

5. Disbursement:

5.1 Monthly Budget Review

Review and discussion of the monthly budget from October 1 – 31, 2023.

The Chairperson asked for a motion to defer the monthly budget review to the December meeting.

The motion to defer the monthly budget review to the December meeting was moved by Mark Legary and seconded by Pete Corbiere. Motion Carried

6. Grants Update:

Public Library Operating Grant (PLOG)

The Chairperson advised the Board that the annual public library operating grant has been submitted November 3, 2023.

7. Action Items: Old Business

In light of other time-sensitive items, the Secretary Treasurer is requesting that the Board agreed to defer the review of the Old Action Items list to the December monthly meeting for review and discussion.

The Chairperson asked for a motion to defer the review of the Old Action Items list to the December monthly meeting for review and discussion was moved by Mark Legary and seconded by Pete Corbiere. Motion Carried

8. New Business:

8.1 Administrative Portfolio:

8.1.1 Review of Board Procedures

As discussed and agreed upon at the October 5th meeting, the Board members were provided with a copy of all current and enacted administrative procedures.

The Chairperson asked the Board whether they had reviewed the procedures and signed their acknowledgement form. Forms were returned by Lisa Fortin. Pete Corbiere and Mark Legary will drop theirs off on Friday.

8.1.2 Board Positions, Portfolio contact information

The Secretary Treasurer advised the Board that their agenda contained all contact information for each contractor as it pertained to their portfolios.

8.1.3 Bank Signatories

Banking documents and forms will be provided to the Chairperson and Vice Chairperson to be returned to the Board office as soon as completed.

8.2 Financial Portfolio: **None**

8.3 Garbage Collection/Disposal Portfolio:

The Chairperson advised the Board that the Contractor has provided an updated report for the Board's review. The Chairperson asked that the updated report be sent to Board members via email.

8.4 Fire Protection Portfolio:

8.4.1 Fire Chief's Report

As the Fire Chief nor his Deputy Fire Chief were in attendance, the Chairperson moved on to the next agenda item.

8.4.2 Fire Protection Monthly Report:

Portfolio Liaison, Pete Corbiere, provided the Board with an update of his meeting with the Fire Chief and Deputy Fire Chief.

The Board discussed the matter.

8.5 Library Portfolio:

The Chairperson advised the Board that since this portfolio belongs to Board member, Mark Smith, and he is absent, the update for the Library would be deferred to the next meeting.

8.6 Recreation Portfolio:

8.6.1 Manager Custodian Monthly Report:

The Chairperson advised the Board that the last monthly emergency lighting & fire extinguisher inspections were done by herself and the Secretary Treasurer and they reported no issues.

8.7 Water/Sewer Portfolio:

The Chairperson turned the floor over to OCWA representative, Chris Ciarrocca.

8.7.1 Standard of Care Training

Chris Ciarrocca advised the Board that OCWA would like to schedule a Standard of Care Training intended for clients. More information on this will be sent to the Board office.

8.7.2 OCWA Personnel Meet & Greet

OCWA Representative, Chris Ciarrocca introduced himself and gave the Board and the members of the public in attendance, a bit of background information on himself as well as his position with OCWA.

An update of the cause of the loss of pressure in the system was provided and discussion took place.

OCWA confirmed for the Board that there was also a break of a main water line on Poupore Street and that ESI are mobilising their crew at 7:30AM tomorrow.

9. Deputations or Delegations or Discussions from the floor


The Chairperson advised the Board members and the members of the public that the OCWA representative was providing a tour of the Wellhouse and Water Treatment Plant following the close of the meeting. Anyone wishing to attend would be welcomed.

10. Adjournment

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

The motion to adjourn the meeting at 7:25PM was moved by Pete Corbiere and seconded by Mark Legary. **Motion Carried**

Christine Bedard – Secretary Treasurer



Lisa Fortin - Chairperson