

Gogama Local Services Board
Monthly Board Meeting – June 1, 2023
Community Centre – 6:30PM

MINUTES

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

Gilles Veronneau, presiding as Chairperson, called the meeting to order at 6:45PM.

Present

Gilles Veronneau – Vice Chairperson
Andre Jodouin – Board Member
Lisa Fortin – Board Member
Christine Bedard – Secretary Treasurer

Absent with Regrets

Daniel Mantha – Chairperson
Paul Gignac – Board Member

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

3. **Acceptance of agenda**

The Chairperson turned the floor over to the Secretary Treasurer to continue with the remainder of the agenda items.

The Secretary Treasurer asked for a motion to accept the agenda.

The motion to accept the agenda was moved by Andre Jodouin and seconded by Lisa Fortin.

Motion Carried

4. **Acceptance of minutes**

4.1 **Acceptance of May 4, 2023 meeting minutes**

The Secretary Treasurer asked for a motion to accept the minutes of the May 4, 2023 meeting.

The motion to accept the minutes of the May 4, 2023 meeting was moved by Lisa Fortin and seconded by Gilles Veronneau.

Motion Carried

5. **New Business:**

5.1 **Administrative Portfolio:**

5.1.1 **Northeastern Ontario LSB Engagement with Emergency Management Ontario**

The Secretary Treasurer advised the Board that on June 7, 2023, the Board has been invited to attend a virtual conference. The meeting will be set up on Teams in the Boardroom. All documents for review have been emailed to the Board in advance.

5.1.2 **Vet Clinic**

The Secretary Treasurer advised the Board that Dr. Katt's annual vet clinic has been scheduled for June 23, 2023 from 1:00PM – 5:00PM and will be located in the parking lot.

5.1.3 **Infrastructure Ontario**

The Secretary Treasurer advised the Board that the office received a phone call from a representative at Infrastructure Ontario wishing to discuss the "Heritage Properties" in Gogama. These are likely the vacant MNRF and OPP housing properties. On May 31, 2023, France Gelin brought the matter forward in the House of Commons and a request for an interview was made a few hours after that.

The Board discussed the matter and agreed that the Secretary Treasurer would contact the representative for more information.

5.2 Financial Portfolio:

5.2.1 HST Rebate

The Secretary Treasurer advised the Board that the auditor was contacted by CRA requesting that the HST Rebate forms be submitted manually due to the recent strike. The forms were completed by the auditor and signed by the Secretary Treasurer and emailed back to the auditor to send.

5.2.2 OCIF Formula Based Component Reporting

The Secretary Treasurer advised the Board that the required reporting for these grant dollars was submitted on May 31, 2023.

5.2.3 PLOG Reporting

The Secretary Treasurer advised the Board that the required reporting for these grant dollars was submitted on May 31, 2023.

5.3 Garbage Collection/Disposal Portfolio:

(Conflict declared for Lisa Fortin on Garbage Collection/Disposal discussions)

5.3.1 Garbage Collection Issues

For privacy reasons, no address or names will be discussed.

The Secretary Treasurer advised the Board that the list submitted by the contractor is included in the next agenda item with the bin inspection request.

5.3.2 Bin Inspection

The Secretary Treasurer advised the Board that the bin inspection document requested from the contractor has been received and was forwarded to them by email in the event Board members wanted to review it beforehand.

The Board reviewed the report and discussed the matters and agreed that all bins listed in the report would receive a letter and a guideline copy. Drafts will be prepared for Board review and approval.

5.4 Fire Protection Portfolio:

5.4.1 Fire Chief Monthly Report

Portfolio holder, Gilles Veronneau, advised the Board that he has not received a report from the Fire Chief. As the Fire Chief is not present at the meeting, the Board moved on to the next agenda item.

5.4.2 Monthly Bank Statement

The Secretary Treasurer advised the Board that the May transactional bank statement was emailed to the GFD email address on June 1, 2023.

5.4.3 Fire Ban in effect

The Secretary Treasurer advised the Board that MNRF have implemented and posted a fire ban in effect effective midnight tonight. Although this is not part of Board powers, the information is given in the event someone inquires. For specifics, Board members should direct inquiries on this matter to MNRF. The Board Office voicemail has been updated with the information and MNRF contact information.

5.5 Library Portfolio:

(Conflict declared for Lisa Fortin on Library discussions)

5.5.1 Work Order change request

The Secretary Treasurer advised the Board that Librarian, Sue Primeau, has advised the Board Office that they no longer require the library wall, where the kitchenette was, to be painted as they have decided to put up wallpaper. The Secretary Treasurer advised the Board that the work order to the maintenance contractor was cancelled.

5.5.2 Request from Librarians – Landline - update

The Secretary Treasurer advised the Board that the Library landline has finally been confirmed as disconnected as per the Librarians' request.

5.6 Recreation Portfolio:

(Conflict declared for Andre Jodouin on Manager Custodian discussions)

5.6.1 Manager Custodian monthly report

Board Member, Lisa Fortin, advised the Board that she met with the manager custodian to perform the monthly inspection of the alarm system on June 1, 2023 and reports there are no issues.

5.6.2 Maintenance Contract

The Secretary Treasurer advised the Board that she is still waiting for additional samples (different colors) of flooring to be dropped off by the maintenance contractor. There is an opportunity to have the flooring installed the weeks of June 23 through to July 9th, 2023 as the Nurse Practitioner is taking vacation. Accommodations have been worked out so that the clinic can still hold their regular office hours and bloodwork clinic by occupying the boardroom and judge's chambers and having the phone line forwarded to the recreation phone line. A follow up will be done to the maintenance contractor to line up the work for this time frame. At the same time, he will be finishing up the painting required of the service room and back door of the clinic.

5.6.3 Food Handling Course – Update

The Secretary Treasurer advised the Board that the Food Handling Course was held on May 15, 2023 and was well attended. Two members of the Recreation Committee and three members of the GFD completed the course. On the same day, the Health Inspector completed a site inspection of the hall, washrooms and kitchen and no issues were found.

5.6.4 Raffle Licenses - Gogama Recreation Committee

The Secretary Treasurer advised the Board that a raffle license for the Recreation Committee's 50/50 draw (Catch the Ace) was approved May 8, 2023. Tickets went on sale May 10, 2023.

As there was a short turn around time, this impeded the sale of the tickets, 68 of 110 tickets were sold.

The draw took place at the community centre as per the licence at 2:00PM. Present to oversee the draw for the Recreation Committee was the Chairperson and Secretary Treasurer.

Winners were; Reg Savard in the amount of \$185.00 and Mike Cooper in the amount of \$155.00.

Winnings have been delivered to the winners and the report and funds raised have been submitted to the Board Office.

Total net profits for the Recreation Committee after winnings and expenses were paid is \$396.64.

Wood Tier Draw

The Secretary Treasurer advised the Board that a raffle license for the Recreation Committee's firewood tier draw has been approved with draw date of August 26, 2023. Tickets are now on sale. A poster will be posted next week to announce where people can buy tickets.

5.6.5 Canada Day 2023

The Secretary Treasurer advised the Board that the Recreation Committee have submitted an event proposal for Board review and approval. They plan on utilizing the community centre hall, kitchen and rink for their event. The event will open to the public on July 1, 2023 at 11:00AM until midnight that night.

The Board members reviewed the event proposal submitted and the proposal was approved including a \$2500.00 cash advance for miscellaneous supplies for the event.

The Secretary Treasurer asked for a motion to approve the 2023 Canada Day Event proposal including a \$2500.00 cash advance.

The motion to approve the 2023 Canada Day Event proposal including a \$2500.00 cash advance was moved by Gilles Veronneau and seconded by Andre Jodouin. Motion Carried

5.7 Water/Sewer Portfolio:

5.7.1 Possible water infrastructure break – update

OCWA wished to advise the Board that the last water break was found. This water break is to a resident's private property on Poupore Street. The resident is taking measures to fix the break.

5.7.2 Fire Hydrant at War Memorial

The Secretary Treasurer advised the Board that the Gogama Chamber of Commerce is requesting to connect a hose to the water hydrant located in the back of the war memorial site to water the flowers.

Last year, OCWA advised the Board that a backflow preventer valve is required to be installed on that hydrant if it's going to be used for this purpose. A quote was requested from OCWA for the valve, assembly, installation and testing. The quote is for \$1667.26.

If the Board is agreeable to approve the quote, the Chamber of Commerce Board have made the motion to accept to reimburse the Board in full.

The Secretary Treasurer asked for a motion to approve the purchase of the backflow preventer valve at the cost of \$1667.26.

The motion to approve the purchase of the backflow preventer valve at the cost of \$1667.26 was moved by Andre Jodouin and seconded by Lisa Fortin. Motion Carried

6. Deputations or Delegations or Discussions from the floor


As there were no deputations or delegations or discussions from the floor, the Secretary Treasurer turned the floor back over to the Vice Chairperson to adjourn the meeting.

7. Adjournment

Gilles Veronneau, asked for a motion to adjourn the meeting.

The motion to adjourn the meeting at 7:42PM was moved by Andre Jodouin and seconded by Lisa Fortin. Motion Carried


Christine Bedard – Secretary Treasurer


Gilles Veronneau – Vice Chairperson