

Gogama Local Services Board
Monthly Board Meeting – September 5, 2019
Gogama Community Centre at 7:00 P.M.

MINUTES

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

Daniel Mantha, Chairperson presiding, called the meeting to order at 7:20PM.

Present

Absent with Regrets

Daniel Mantha, Chairperson
Gilles Veronneau – Vice Chairperson
Rachelle Minarik – Board Member
Andre Jodouin – Board Member
Christine Bedard – Secretary-Treasurer

Paul Derkacz – Board Member

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

3. **Acceptance of agenda**

The Chairperson asked for a motion to accept the agenda.

The motion to accept the agenda was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried

4. **Acceptance of minutes**

4.1 August 1, 2019 meeting minutes

The Chairperson asked for a motion to accept the August 1, 2019 meeting minutes.

The motion to accept the August 1, 2019 meeting minutes was moved by Rachelle Minarik and seconded by Gilles Veronneau.

Motion Carried

4.2 August 26, 2019 Election Meeting Minutes

The Chairperson asked for a motion to accept the August 26, 2019 Election Meeting Minutes.

The motion to accept the August 26, 2019 Election Meeting Minutes was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried

5. **Disbursement:**

5.1 Monthly Budget Review

The Chairperson asked for a motion to defer the monthly budget review to the October meeting due to year end clean up by the Secretary-Treasurer.

The motion to defer the monthly budget review to the October meeting due to year end clean up by the Secretary-Treasurer was moved by Rachelle Minarik and seconded by Gilles Veronneau.

Motion Carried

6. **Grants Update:**

6.1 OCIF Top-Up – Water Infrastructure Project

The Chairperson turned the floor over to the Secretary-Treasurer to provide the Board with the grants update.

The Secretary-Treasurer advised the Board of the following update regarding the OCIF Top-Up – Water Infrastructure Project;

- Roads (Barnes, Conrad and Clark) have been prepped for surface treatment
- Culvert installed at Barnes Street and highway 661 as per specifications received by MTO Supervisor, Richard Lamothe. Mr. Lamothe confirmed in writing that the second culvert at the intersection of highway 661 and Clark Street was not required.
- Highway 661 section at intersection of Clark Street is prepped for asphalt
- Sub-contractor to Miller Paving will be onsite Friday September 6, 2019 to lay required asphalt
- Hydro-seeding is confirmed for Friday, September 6, 2019
- Duncor contractor to confirm a date for surface treatment
- 2nd milestone payment has been confirmed
- Engineer and contractor final walk about to be scheduled once surface treatment has been laid

Green Stream

The Secretary-Treasurer advised the Board that the application release date had been scheduled for September 3, 2019, however, nothing has been released as of yet.

7. Action Items:

7.1 Ongoing action items;

- MNRF – Block 141 Noble

Daniel Mantha advised the Board that he is still corresponding with MNRF on the matter but for the time being, harvesting efforts have been stopped in this area.

- Canadian Experience Fund

The Secretary-Treasurer advised the Board that the Canadian Experience Fund is now closed as there is no funding dollars left, too many applicants for the amount of funding. The Secretary-Treasurer advised the Board that she will look to alternate funding sources for the projects in question.

8. New Business

8.1 Correspondence:

The Secretary-Treasurer advised the Board that the Board office has received no correspondence.

8.2 Administrative Portfolio:

8.2.1 Photocopier

The Secretary-Treasurer advised the Board that Lyndon Leasing has provided a quote for an additional three-month lease however, the monthly lease amount would remain at \$98.00/month plus additional cost for copies. The sales representative advises that in order to obtain a better lease price, the Board would need to renew a one-year lease minimum and this would only decrease the monthly lease pricing by \$15.00 per month.

As per the Board's approval, Comtec Computers came in to service and clean the donated photocopier. Unfortunately, due to a motherboard failure that occurred during servicing, the photocopier would require a new motherboard which is estimated to cost in excess of \$800.00.

Comtec Computers has provided the office with a quote to purchase a like-model photocopier outright, the lowest quote being \$1188.99 plus tax. Staples does have less expensive units but further research would be required in order to provide the Board with comparative quotes.

The Board discussed the matter and agreed that the purchase of a photocopier as opposed to a lease would be more beneficial and cost-saving than to continue with a lease.

The Chairperson asked for a motion to direct the Secretary-Treasurer to provide the leasing company with the appropriate written notice to terminate services.

The motion to direct the Secretary-Treasurer to provide the leasing company with the appropriate written notice to terminate future services was moved by Andre Jodouin and seconded by Rachelle Minarik.

Motion Carried

The Chairperson asked for a motion to direct the Secretary-Treasurer to research additional quotes for comparison to the Comtec Computer quote.

The motion to direct the Secretary-Treasurer to research additional quotes for comparison to the Comtec Computer quote was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried

The Chairperson asked for a motion to approve that the Board purchase a new photocopier outright as opposed to continuing with a lease of equipment.

The motion to approve that the Board purchase a new photocopier outright as opposed to continuing with a lease of equipment was moved by Gilles Veronneau and seconded by Andre Jodouin.

Motion Carried

8.3 Garbage Collection Portfolio:

8.3.1 MNRF Tender of Waste Disposal Site

The Secretary-Treasurer advised the Board that MNRF has awarded the contract for the manager of the Gogama waste disposal site to I Do Construction effective September 1, 2019 ending in March 2021.

The Secretary-Treasurer further advised the Board that the office has received an emailed notification from Hotchkiss Forestry Enterprises stating that his last garbage collection/disposal would be August 26, 2019, ending his contract with the Board one month early.

The Secretary-Treasurer reminded the Board that I Do Construction had provided the Board office with documentation confirming the tender award and had offered to provide interim services to the Board for the duration of September 1, 2019 to September 30, 2019 at the same amount invoiced by Hotchkiss Forestry Enterprises. As time was of the essence, the Board had previously discussed the offer from I Do Construction and had agreed by unanimous email/verbal vote to accept the offer of interim services from I Do Construction. A temporary interim contract was drawn up, reviewed and approved so that garbage collection/disposal was not interrupted.

The Chairperson asked for a formal motion to be entered into the minutes for the approval of a temporary interim contract for garbage collection/disposal dated September 1st to the 30th, 2019 awarded to I Do Construction.

The motion to approve a temporary interim contract for garbage collection/disposal dated September 1st to the 30th, 2019 awarded to I Do Construction was moved by Gilles Veronneau and seconded by Rachelle Minarik.

Motion Carried

8.4 Financial Portfolio:

8.4.1 Meeting with MNP

The Secretary-Treasurer advised the Board that on August 22, 2019, she and the Board's Business Consultant, Natalie Gaudette, attended a meeting in Timmins with Paul Rokeby and Joel Ahrens, the auditors of record for the Board. The issues of MNP posting expenses and revenues to different accounts than those listed in the Board's system were corrected, the issue reported by MENDM regarding the auditor concern listed in the last audit was discussed at length and MNP stated they would reach out to MENDM directly to discuss the matter further and clarify what documentation was required by MENDM from MNP to move ahead with releasing the second interim budget payment to the Board.

On August 30, 2019, MENDM emailed the Board office requesting an update on the matter. The email stated that MENDM had not yet heard from the auditors. The Secretary-Treasurer advised the Board that an email was sent to MNP on September 4, 2019 requesting an update on the matter and was advised that MNP was speaking with MENDM at that time and would be sending an update to the Board shortly. The Secretary-Treasurer advised the Board that no further updates had been received by MENDM or MNP at this time.

8.5 Fire Protection Portfolio:

8.5.1 OFMEM Meeting – update

The Secretary-Treasurer advised the Board that minutes of the meeting held September 4, 2019 between OFMEM, GLSB, GLSB Business Consultant and GFD interim acting Fire Chief were not yet ready for review and approval by the Board. The Chairperson asked for a motion to defer the review and approval of the September 4, 2019 meeting minutes to the next meeting.

The motion to defer the review and approval of the September 4, 2019 meeting minutes was moved by Andre Jodouin and seconded by Rachelle Minarik.

Motion Carried

8.5.2 OFMEM Risk Assessment – Treatment Dialogue – update

The Secretary-Treasurer advised the Board that the previously scheduled meeting by the OFMEM regarding the Community's Risk Assessment – Treatment Dialogue had not yet been rescheduled by the OFMEM.

8.5.3 GFD – Extrication Vehicle

The Secretary-Treasurer advised the Board that the one of the extrication vehicles requires their annual servicing. Historically, this was arranged by the fire department directly. In light of current mediation talks between the Board and the department and in keeping with public safety of the community, the Secretary-Treasurer is requesting Board direction on whether she should go ahead with making the servicing arrangements of the extrication vehicle on behalf of the fire department. The Secretary-Treasurer reminded the Board of the ongoing agreement between the GLSB and the GFD which states that any cost incurred for extrication vehicles including servicing is the financial responsibility of the GFD.

The Board discussed the matter and agreed that the Secretary-Treasurer should reach out to a local inhabitant first to enquire if he could perform the servicing/certification required. In the event that he cannot, the Secretary-Treasurer was to move forward with arrangements at the Ford dealership.

The Chairperson asked for a motion to approve the Secretary-Treasurer to move forward with the arrangements for servicing/certification of the extrication vehicle.

The motion to approve the Secretary-Treasurer to move forward with the arrangements for servicing/certification of the extrication vehicle was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried

8.5.4 MFN Mutual Aid stand down

The Secretary-Treasurer advised the Board that s per the OFMEM, the GFD is manned and equipped to resume regular functions of Fire Protection Services within the community and on highway 144 corridor. OFMEM is requesting that the Board consider standing down MFN from the activated Mutual Aid agreement that was made active by the Board on December 1, 2018 when the GFD announced on social media that the entire brigade would resign effective December 1, 2018.

As explained to the OFMEM and the GFD at the September 4, 2019 meeting, standing down MFN would not allow the GFD to resume highway calls outside of the Board's area boundary, more specifically, the north arm of highway 144 as the Board does not have the authority to direct any fire protection services outside of its fire protection area boundary.

The Secretary-Treasurer asked the Board to provide direction on whether they wished a different directive to be given to Northern 911 regarding this matter. The Board discussed the matter and agreed that the directives would remain as they are for the time being until the matter could be further discussed with OFMEM and the GFD at a later date.

The Chairperson asked for a motion to defer the decision of new directives to Northern 911 until the next regular meeting in October or earlier via special meeting if required.

The motion to defer the decision of new directives to Northern 911 until the next regular meeting in October or earlier via special meeting if required was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried

8.6 Library Portfolio: None

8.7 Recreation Portfolio:

8.7.1 Manager/Custodian Monthly Report

The Manager Custodian has requested that the Board purchase a power washer for the use on the outside of the building during summer months to keep entrances clean. The Maintenance contractor has provided the manager custodian with the use of a power washer at no charge to the Board.

8.7.2 Maintenance Monthly Report

The Maintenance Contractor reports that the renovations to the office bathroom will be completed by end of week.

8.8 Water/Sewer Portfolio: None

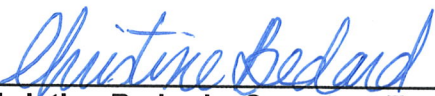
9. Deputations or Delegations or Discussions from the floor - None

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 9:10PM was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried



Christine Bedard – Secretary-Treasurer



Daniel Mantha - Chairperson