

Gogama Local Services Board
Special Board Meeting – October 17, 2017
Gogama Community Centre at 6 :00 P.M.

MINUTES

1. Call meeting to order and Roll Call

Andre Jodouin, presiding as Chairperson, called the meeting to order at 6:10 P.M.

PRESENT

Andre Jodouin – Chairperson
Gilles Veronneau – Vice Chairperson
Rachelle Minarik – Board Member
Daniel Mantha – Board Member
Michel Veronneau – Board Member

Christine Bedard – Secretary
Natalie Gaudette – Business Consultant

Anthony Danis – OCWA – 6:40 P.M.
Eric Nielson – OCWA – 6:40 P.M.

ABSENT WITH REGRETS

Julie Culverhouse - OCWA

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 was moved by Daniel Mantha and seconded by Rachelle Minarik. **Motion Carried**

4. **OCWA – CONTRACT RENEWAL NEGOTIATIONS**

The Chairperson asked for a motion to bring the meeting in-camera at 6:15 P.M.

The motion to bring the meeting in-camera at 6:15 P.M. was moved by Rachelle Minarik and seconded by Daniel Mantha. **Motion Carried**

The Chairperson asked for a motion to bring the meeting out of in-camera at 8:40 P.M.

The motion to bring the meeting out of in-camera at 8:40 P.M. was moved by Daniel Mantha and seconded by Rachelle Minarik. **Motion Carried**

The Board and OCWA representatives agreed to take away some negotiated contract items, a new draft will be sent to the Board within the next few days for review. The Board will review the new draft once received.

5. NEW OFFICE COMPUTER PURCHASE – UPDATE

The Secretary advised the Board that she had consulted with the Volunteer Technician regarding the various quotes that had been discussed at the last meeting. She presented the Board with two suitable options. Business Consultant, Natalie Gaudette recommended that the office purchase the Microsoft Office Suite Student edition as it would be cheaper.

The Chairperson asked for a motion to direct the Secretary to make the purchase of the new office computer, external hard drive, extended warranty, Microsoft Office Suite Student Edition and camera. The Board agreed that the Secretary will make this purchase on the Board's Visa.

The motion to direct the Secretary to make the hardware and software purchases as outlined above on the Board's Visa was moved by Gilles Veronneau and seconded by Rachelle Minarik.

Motion Carried

6. ASSET MANAGEMENT PLAN – REPAIR & MAINTENANCE REVIEW

6.1 LEAKING VENT ON ROOF

Daniel Mantha reported to the Board that the new Manager/Custodians had observed that the vent in the ceiling of the Community Centre Hall, previously repaired by Mr. Kevin VanMierlo, was still leaking and needed proper repairing. Daniel stated the vent didn't appear to have been properly blocked off as it was still vented to the outside. He stated the patch on the inside was merely a piece of Styrofoam held in place with tuck tape that had been puttied over. The Board discussed the matter and agreed that the vent should be completely removed, the roof patched, and the ceiling repaired properly before winter. Daniel Mantha stated he would make the necessary repairs after having checked that the insulation was not wet.

The motion to have Daniel Mantha remove the vent and make the proper repairs to the roof and ceiling was moved by Gilles Veronneau and seconded by Rachelle Minarik.

Motion Carried

6.2 NEW SINKS AND TOILETS

A resident had reported to the Board that the new toilet in the men's washroom had not been properly bolted down causing the toilet to nearly come apart from its seal and the sink in the women's washroom had a constant drip. The Secretary advised the Board that these renovations had been contracted out to a local plumber by the 2016-2017 Board but there was no mention in any minutes that the Board had reviewed the work prior to the plumber being paid. Daniel Mantha temporarily secured the toilet for the time being and the Board directed the Secretary to draft a letter to the plumber to have him come back to finish the repairs.

The motion to have the Secretary draft the letter of notice to the plumber was moved by Rachelle Minarik and seconded by Daniel Mantha.

Motion Carried

6.3 SOUNDPROOFING OF CLINIC/COMMUNITY CENTRE ADJOINING DOOR

The Clinic had previously requested that the Board consider approving the soundproofing of the adjoining door between the Community Centre hall and Clinic. The Court had previously reported that their recording system was picking up the conversations held by the Clinic during their medical conference calls and vice versa. The Board examined the adjoining door and discussed methods they could use to soundproof the door. The Board decided that building a removable frame with insulating Styrofoam would provide the soundproofing needed when the conferences and court were in session at the same time. This frame could then be removed and put away in the interim causing no issues with fire codes. The Chairperson volunteered to build the frame.

The motion to build the soundproofing, removable frame was moved by Gilles Veronneau and seconded by Daniel Mantha. **Motion Carried**

6.4 NO HOT WATER – COMMUNITY CENTRE/LIBRARY/CLINIC

The Secretary brought it to the Board's attention that there had been no hot water in the building for the better part of the summer. This issue had been brought to the attention of the 2016-2017 Board but the issue was still on-going and the Secretary could find no documentation indicating that the 2016-2017 Board had addressed the issue. The Secretary advised the Board that several complaints had been lodged at the office by residents attending various functions. The Board discussed the matter and agreed that Tisdale Plumbing should be called in immediately to fix the issue. The Board directed the Secretary to place the call to Tisdale Plumbing the following morning.

The motion to call in Tisdale Plumbing to fix the issue of no hot water in the community centre building was moved by Daniel Mantha and seconded by Gilles Veronneau. **Motion Carried**

7. MNDM TRAINING

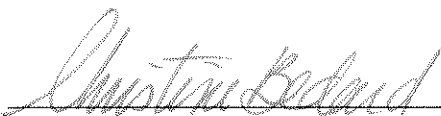
The Board advised the Secretary to reach out to the MNDM Representative, Ms. Tallia Damini, to invite her to attend the next monthly scheduled Board meeting to be held on October 26, 2017. MNDM had previously contacted the office to enquire when the Board would like to hold its mandatory training.

The motion to have the Secretary schedule the MNDM mandatory training for October 26, 2017 was moved by Gilles Veronneau and seconded by Rachelle Minarik. **Motion Carried**

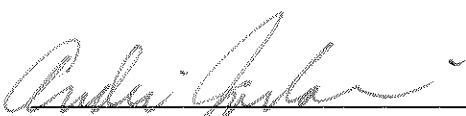
8. **ADJOURNMENT**

Having no further Board business to discuss, the Chairperson asked for a motion to adjourn the meeting at 10:30 P.M.

The motion to adjourn the meeting at 10:30 P.M. was moved by Gilles Veronneau and seconded by Michel Veronneau. **Motion Carried**



Christine Bedard
Secretary



Andre Jodouin
Chairperson