

Gogama Local Services Board  
Monthly Board Meeting – November 10, 2021  
Community Centre – 6:30PM

MINUTES

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

Daniel Mantha, presiding as Chairperson, called the meeting to order at 6:33PM.

**Present**

**Absent with Regrets**

Daniel Mantha – Chairperson  
Gilles Veronneau – Vice Chairperson  
Andre Jodouin – Board Member  
Bernard Souliere – Board Member  
Richard Gravelle – Board Member

**Members of the public in attendance:**

Natalie Gaudette  
Sylvie Lemieux

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 Bernard Souliere.**

**Motion Carried**

4. **Acceptance of minutes**

**4.1 December 8, 2020 Meeting**

Revised minutes reflecting Natalie Gaudette as member of the public attending via teleconference.

The Chairperson asked for a motion to approve the revised meeting minutes of December 8, 2020 reflecting the attendance of Natalie Gaudette as member of the public attending via teleconference.

**The motion to approve the revised meeting minutes of December 8, 2020 reflecting the attendance of Natalie Gaudette as member of the public attending via teleconference was moved by Richard Gravelle and seconded by Andre Jodouin.**

**Motion Carried**

**4.2 February 23, 2021 Meeting**

Revised minutes reflecting the full content of discussion as presented to the Board by contractor, Natalie Gaudette of I Do Construction, on the topic of Police Background Checks.

The Chairperson asked for a motion to approve the revision of the February 23, 2021 meeting minutes reflecting the full content of discussion as presented to the Board by contractor, Natalie Gaudette of I Do Construction, on the topic of Police Background Checks.

**The motion to approve the revision of the February 23, 2021 meeting minutes reflecting the full content of discussion as presented to the Board by contractor, Natalie Gaudette of I Do Construction, on the topic of Police Background Checks was moved by Bernard Souliere and seconded by Daniel Mantha.**

**Motion Carried**

#### **4.3 March 23, 2021 Meeting**

Revised minutes reflecting Natalie Gaudette as member of the public attending via teleconference.

The Chairperson asked for a motion to approve the revised meeting minutes of March 23, 2021 reflecting Natalie Gaudette as member of the public attending via teleconference.

**The motion to approve the revised meeting minutes of March 23, 2021 reflecting Natalie Gaudette as member of the public attending via teleconference was moved by Bernard Souliere and seconded by Richard Gravelle.**  
**Motion Carried**

#### **4.4 June 8, 2021 Meeting**

Revised minutes reflecting Natalie Gaudette as member of the public attending via teleconference.

The Chairperson asked for a motion to approve the revised meeting minutes of June 8, 2021 reflecting Natalie Gaudette as member of the public attending via teleconference.

**The motion to approve the revised meeting minutes of June 8, 2021 reflecting Natalie Gaudette as member of the public attending via teleconference was moved by Richard Gravelle and seconded by Daniel Mantha.**  
**Motion Carried**

Based on the Board's approval of the meetings minutes procedure (motion to return to the previous meeting minutes format), the Secretary Treasurer is requesting the Board's direction on whether the following minutes should be the newly approved format or last year's format? The Secretary Treasurer is requesting the Board defer the following minutes review and approval until the December meeting based on the Board's decision tonight.

The Board discussed the matter and agreed that the following minutes be drafted based on the meeting minutes format approved on the meeting of October 4, 2021.

#### **4.5 August 16, 2021 Meeting**

The Chairperson asked for a motion to defer the August 16, 2021 meeting minutes to the December 7, 2021.

**The motion to defer the August 16, 2021 meeting minutes to the December 7, 2021 was moved by Daniel Mantha and seconded by Bernard Souliere.**  
**Motion Carried**

#### **4.6 September 14, 2021 Meeting**

The Chairperson asked for a motion to defer the September 14, 2021 meeting minutes to the December 7, 2021.

**The motion to defer the September 14, 2021 meeting minutes to the December 7, 2021 was moved by Daniel Mantha and seconded by Bernard Souliere.**  
**Motion Carried**

#### **4.7 October 4, 2021 Meeting**

The Chairperson asked for a motion to defer the October 4, 2021 meeting minutes to the December 7, 2021.

**The motion to defer the October 4, 2021 meeting minutes to the December 7, 2021 was moved by Daniel Mantha and seconded by Bernard Souliere.**  
**Motion Carried**

5. **Disbursement:**

5.1 **Monthly Budget Review**

The Secretary Treasurer advised the Board that the monthly budget review is unavailable.

The Chairperson asked for a motion to defer the review of the monthly budget report to the December 7, 2021 meeting.

**The motion to defer the review of the monthly budget report to the December 7, 2021 meeting was moved by Andre Jodouin and seconded by Daniel Mantha. Motion Carried**

6. **Grants Update:**

6.1 **Green Stream Grant – 2<sup>nd</sup> intake**

The Secretary Treasurer advised the Board that there was no update on approval yet.

6.2 **Tourism Relief Fund Grant**

The Secretary Treasurer advised the Board that the extension of November 15, 2021 was granted and deadline expected to be met.

7. **Action Items: Old Business**

1. **Public Beach – NO ACTION REQUIRED**

**Action Item from February 23, 2021**

Item will be presented at the next public user fees meeting.

2. **MNRF Boat Launch – NO ACTION REQUIRED – (waiting on documents from MNRF)**

MNRF is requesting Board consideration to take on a memorandum of understanding for the boat launch.

MNRF have removed the dock and will be removing the pins (July 2021). A new dock is proposed to be put in but would be a floating dock that would need to be put in and removed annually.

MNRF have offered to donate the old dock to the Board.

**UPDATE – Follow up with MNRF required**

3. **O.P.P Headquarters closure in Gogama – NO ACTION REQUIRED**

**Action item from March 23, 2021**

Status of public communication from O.P.P. - Still not received.

Update – No reply received from Sgt. Paille as of yet

Update – July 13, 2021 - Informal information – O.P.P will maintain building – nothing official yet

**Update – November 10, 2021 – Daniel Mantha will follow up**

4. **Buried Cable Signs - COMPLETE – WILL BE REMOVED**

The Office has received the Buried Cable sign proofs, it was observed that the signs read “Call before you dig: Gogama Local Services Board 705-894-2555.

The contact information should be changed from the Board's info to On1Call's info as this is now the process.

Update – Need a new count of how many signs we need to order as all the signs will need to be changed.

Update – Final sign proof received and approved, order placed.

**Update – Sign Effects has advised the office that the signs are ready for pick up. Board Member, Bernie Souliere will be in Sudbury on November 11, 2021 and will pick them up.**

**5. WTP Pump Failure - ONGOING**

**Action Item from February 23, 2021**

Discussion of communication plan for future similar emergencies.

Update – Further discussion by the Board

Update – July 13, 2021 - Secretary Treasurer to reach out to other LSBs for process sharing

Update – The office has discussed this process with two other LSBs (Thorne, Foleyet), Thorne LSB has not had any issues that have needed to be handled by the Board. The current process for any/all DWAs and related emergencies are handled solely by OCWA and their staff and Foleyet essentially stated that if anything of that nature happens, “word get around fairly quickly” as they do not have a current process to handle such an event.

**Update – November 10, 2021 – Draft written procedure and create list for phone tree and public mailout**

**6. Sewer Lift Stations - ONGOING**

Sourcing out a few providers (quotes and availability) for lifting equipment in the event the lift station pumps need to be lifted out for repairs or replacement.

**Update – November 10, 2021 – Bernie will reach out to IAMGold for potential availability.**

**7. Police Background Checks - ONGOING**

**Action Item from March 23, 2021**

Info on types of background checks and conditions whereas employers can or cannot ask for them.

Update – Info provided to the Board for review – done

Update – July 13, 2021 – Secretary Treasurer to draft policy for review at next meeting

Update – Background Check policy draft approved.

Update – All affected contracts have had the clause of background checks included and contractors notified.

Still to be discussed;

- Process for Fire Department – expected deadline date for letters
- Process for OCWA – what is OCWA’s process for their employees?
- Recreation Committee Members – expected deadline date for letters

**Update – November 10, 2021 – Prepare draft letter for review and approval by the Board, email OCWA to enquire on employee background check requirements (do they have an internal requirement).**

**8. Public Dock Repairs - COMPLETE – WILL BE REMOVED**

**Action Item from March 23, 2021**

Discuss what needs done as immediate repairs. – Done by Bernie & Dan

Update – Berm installed

Update - Dan & Alain replaced the worst boards

Update – June 8 meeting - Rick will look at milling the remaining longer boards – rescinded

Update – July 13, 2021 – Work order to be issued to maintenance contractor – DONE

**9. Asset Management Plan - ONGOING**

**Action Item from April 20, 2021**

Action Plan for future expenses.

Bernie will take lead on the this to put something together for the Board to look at - done

Update – Office to update the AMP document for Board review

**Update – November 10, 2021 - revise existing document**

**10. Board Meetings Procedure - COMPLETE – WILL BE REMOVED**

**Action Item from April 20, 2021**

Amalgamate existing 2011 bylaw with recommendations by Board for review.

Bernie offered to take lead on this to draft a new Board procedure document for Board to review at next meeting.

Update from Bernie at June 8 meeting

Update – Office to draft a new document amalgamating old and Bernie's proposed draft

Update – Draft expected to be ready for Board review

**Update – draft approved by the Board**

**11. TIM002 Fire Cost Recovery - ONGOING**

**Action Item from April 20, 2021**

Bernie offered to be lead on this item.

Christine to send Bernie the file that includes breakdown of cost incurred, outline of occurrences and emails – **done**

Update from Bernie – letter to MNRF on behalf of Board - done

Update from France Gelinias – Received

Update – July 13, 2021 – any news since last meeting?

**Update – November 10, 2021 – Bernie will follow up with MNRF**

**12. Community Centre – Ballast for light - COMPLETE – WILL BE REMOVED**

**Action item from May 11, 2021**

Work order to be issued to Maintenance Contractor – done

Update – Contractor has ordered materials, waiting on delivery (item back ordered at Westburne)

**Update – materials received; work order completed**

**13. Community Centre – Generator Shed - COMPLETE – WILL BE REMOVED**

**Action Item from June 8, 2021**

Send out work order to maintenance to secure door with hasp and lock/keys – done

Send out work order to maintenance to secure vents and properly vent gen – done

Update – materials ordered, waiting on delivery

Update – July 13, 2021 – Maintenance contractor has installed wire meshing on vent openings, installed hasp lock and provide Board office with spare keys. Keys have been assigned to the following Contractors;

- Doug Laird – IDC
- Natalie Gaudette – IDC
- Claude Secord – IDC
- Alice Jodouin – Manager Custodian

Maintenance Contractor will be installing exhaust fan next week.

**Update – materials received; work order completed**

**14. Donation Search– ONGOING**

**Action Item from June 8, 2021**

The Board requested a new donation letter template be drafted for review to send to additional businesses and organizations.

Office to draft template for Board review

**Update – November 10, 2021 - Template expected to be ready for Board review**

## **15. Community Newsletter - ONGOING**

### **Action Item from June 8, 2021**

The Board discussed having a community newsletter drafted for review.

Update – Draft prepared and emailed, approval response from Dan and Gilles received. Feedback received from Bernie. Further Board discussion on final changes.

**Update – November 10, 2021 - Final draft for review**

## **16. Community Safety Plan revision - ONGOING**

### **Action Item from July 13, 2021**

Bernie agreed to work on updating the community safety plan.

**Update – November 10, 2021 – Bernie to work with Fire Chief – will try to have a draft ready for Board review on January 4, 2022 meeting.**

## **17. Meeting Minutes Revisions – COMPLETE – WILL BE REMOVED**

Meeting Minutes of February 23, 2021 need to be revised to reflect details of the conversation between the Board and Contractor, Natalie Gaudette, from I Do Construction regarding police background checks.

## **18. 2020-21 Meeting Minutes Revisions - COMPLETE – WILL BE REMOVED**

2021-2021 meeting minutes need to be revised to reflect the name of Natalie Gaudette as having attended the meetings.

## **New Business:**

### **8.1 Administrative Portfolio:**

#### **8.1.1 2021-2022 Contracts - Update**

The Secretary Treasurer advised the Board that the following contracts have been signed;

- Business Administration Consulting Contract – Contractor – Natalie Gaudette
- Manager Custodian Contract – Alice Jodouin
- Garbage Collection/Disposal Contract – I Do Construction
- Snow Clearing Contract – Tate
- Valve Operator Contract – Claude Secord

At the last Board budget meeting, the Board discussed the need to reduce expenditures related to the Grounds Care contract and requested that the Secretary Treasurer arrange a meeting with the contractor to negotiate a reduction in the number of cuts included in the 2021-22 contract from 8 to 5 cuts.

On Friday, November 5, 2021, the Secretary Treasurer met with contractors Marc Beland and Francine Matthieu and proposed the Board's request.

The contractors stated that they understand the challenges that the Board undertake every year to present a fair budget to the people and advised that the requested 5 cuts would present the following challenges;

- Longer grass between cuts would be harder on equipment and would extend the man hours to double,
- Equipment parts are more costly and are harder to get due to shortages caused by the pandemic,
- Longer grass means a higher risk for grass fires,
- Their business relies greatly on reputation and the feedback from tourists and inhabitants alike has been very positive. The reduction in cuts would affect the overall esthetics and potentially their reputation as grounds care contractors.

The contractors discussed the timetable of a 5-cut schedule and advised that they would be willing to accept the contract at 5 cuts providing the Board was willing to forego the following;

- The contractors would decide the cut schedule,
- The contractors would not have to collect the clippings (this would re-align the extra time needed on fewer cuts),

- The contractors would not be required to cut the grass around the fire hydrants,
- The Board would agree to an additional clause in the contract that would state that should the Board require a 6<sup>th</sup> cut at the end of the season, this cut would be at a premium cost of 50% more (instead of \$1215.55 per cut, the cost of the 6<sup>th</sup> cut would be \$1823.33).

The contractors have proposed that the Board consider approving 6 cuts for the 2021-22 contract at the same rate as last year and agree to the following;

- The contractors would decide the cut schedule,
- The Board would agree to exclude the duties of collecting the clippings from the contract.

The Board discussed the matter and agreed that the contract outline 6 cuts for the 2021-22 contract at the same rate as the previous year and the contractors would decide the cut schedule and have clippings collection excluded from the contract duties.

The Chairperson asked for a motion to approve the Grounds Care contract at 6 cuts for the 2021-22 contract with changes outlined above.

**The motion to approve the Grounds Care contract at 6 cuts for the 2021-22 contract with changes outlined above was moved by Daniel Mantha and seconded by Andre Jodouin. Motion Carried**

The Maintenance Contract was extended and posted Until November 21, 2021 with no bid received. The Secretary Treasurer requested Board direction on whether the Board wishes to have the contract tendered once more.

The Board discussed the matter and agreed that the Secretary Treasurer should repost the tender for an additional month.

The Generator & Fire Extinguisher Maintenance Contract was also posted until November 1, 2021 with no bids received. The Secretary Treasurer requested Board direction on whether the Board wishes to have the contract tendered once more.

The Board discussed the matter and agreed to re-integrate the Generator & Fire Extinguisher maintenance contract duties back in under the original Maintenance Contract and re-post for one month.

The Chairperson asked for a motion to approve the re-amalgamation of the maintenance contract and Generator & Fire Extinguisher maintenance contracts and repost for a period of one month.

**The motion to approve the re-amalgamation of the maintenance contract and Generator & Fire Extinguisher maintenance contracts and repost for a period of one month was moved by Andre Jodouin and seconded by Richard Gravelle. Motion Carried**

The Secretary Treasurer advised the Board that the Office of the Fire Marshall have extended some assistance to the Board where it comes to the monthly Fire Extinguisher checks. Advisor, Ryan Tront, has attended Gogama at the end of October to perform some training with the fire department and has trained and certified the Fire Chief and the Deputy Fire Chief in fire extinguisher certification. Moving forward, until the Board can find a qualified contractor to assume the contract, the Fire Chief and/or the Deputy Fire Chief are now certified to perform fire extinguisher checks for the Board on a monthly basis.

The Board discussed the matter and agreed that should the Manager Custodian be willing to take on the responsibility of performing the monthly fire extinguisher checks for the community centre location, the Fire Chief or Deputy Fire Chief will provide the required training. In the interim, the inspection of the fire extinguishers at the fire hall buildings, community centre, nursing clinic and library will be performed by the

Fire Chief and/or Deputy Fire Chief and the monthly fire extinguisher checks at the Well House and Water Treatment Plant will be performed by OCWA.

### 3.1.2 Board Portfolios

At the October 4<sup>th</sup> meeting, the Board discussed and chose their portfolios. Two portfolios remained and were since taken up by Board member, Richard Gravelle. The final portfolio responsibility is as follows;

- Administration/Financial – Daniel Mantha
- Financial/Fire Protection – Gilles Veronneau
- Recreation – Andre Jodouin (Daniel Mantha will oversee anything related to Manager Custodian contract due to conflict of interest)
- Water/Sewer – Bernard Souliere
- Garbage Collection/Disposal – Richard Gravelle
- Library – Richard Gravelle

The Chairperson asked for a motion to approve the Garbage Collection/Disposal and Library portfolios to be assigned to Board member, Richard Gravelle.

**The motion to approve the Garbage Collection/Disposal and Library portfolios to be assigned to Board member, Richard Gravelle was moved by Gilles Veronneau and seconded by Andre Jodouin. Motion Carried**

### 8.1.3 2021-22 Budget Estimates and Proposed User Fees and corresponding By-Laws

The Secretary Treasurer advised the Board that on November 9, 2021, the 2021-22 Budget Estimates and Proposed User Fees public vote took place. The proposed user fees increase of 5.7% was approved. By-laws related to the approved user fees increase will be drafted and ready for Board review at the December meeting.

The Chairperson asked for a motion to defer the reading of the by-law for the 2021-22 Approved User Fees to the December 7, 2021 meeting.

**The motion to defer the reading of the by-law for the 2021-22 Approved User Fees to the December 7, 2021 meeting was moved by Richard Gravelle and seconded by Bernard Souliere. Motion Carried**

**8.2 Financial Portfolio: None**

### 8.3 Garbage Collection/Disposal Portfolio:

#### 8.3.1 Garbage Collection Issues

The Secretary Treasurer advised the Board that the Garbage Collection contractor has reported three recurring issues from the November 8, 2021 collection. The Board previously discussed and approved that the inhabitants concerned would be advised in writing by way of letter. One of the matters is confirmed as being addressed, leaving the last two letters to the inhabitants to be mailed by end of week pending Board approval of the drafts.

The Board further discussed the matter and requested that the Secretary Treasurer forward a copy of the Garbage Guidelines to Board members Richard Gravelle and Bernard Souliere.

The Chairperson asked for a formal motion to approve the letters to two inhabitants be drafted and mailed pending Board review and approval.

**The formal motion to approve the letters to two inhabitants be drafted and mailed pending Board review and approval was moved by Andre Jodouin and seconded by Daniel Mantha. Motion Carried**



### **8.3.2 Garbage Bins**

The Chairperson advised the Board that it was brought to the Office's attention by the contractor that someone is using a fridge as a garbage bin. In the Board's guidelines, the use of old appliances such as freezers and fridges are not mentioned. The Board discussed whether the use of repurposing old appliances as bins is an "acceptable" option.

The Chairperson asked for a motion to defer further discussion of the topic to the December 7, 2021 meeting.

**The motion to defer further discussion of the topic to the December 7, 2021 meeting was moved by Andre Jodouin and seconded by Daniel Mantha. Motion Carried**

## **8.4 Fire Protection Portfolio:**

### **8.4.1 Northern 911 Request (added to agenda at Secretary Treasurer request)**

The Secretary Treasurer advised the Board that the office has received a request to release a Northern 911 call recording to the O.P.P for the purpose of their investigation. She recommended that the Board consult the Fire Chief on this matter prior to releasing the call.

Board member, Bernard Souliere, declared a conflict and abstained from voting. The Board discussed the matter and agreed that the call can be released to the O.P.P however the Fire Chief should be consulted on the matter prior to releasing the call.

The Chairperson asked for a motion to approve the release of the recorded call from Northern 911 to the O.P.P for the purposes of their investigation providing that the Fire Chief is agreeable.

**The motion to approve the release of the recorded call from Northern 911 to the O.P.P for the purposes of their investigation providing that the Fire Chief is agreeable was moved by Richard Gravelle and seconded by Daniel Mantha. Motion Carried**

## **8.5 Library Portfolio:**

### **8.5.1 Meeting with Librarians (request to add to agenda by Board member, Richard Gravelle)**

Richard Gravelle advised the Board that he and the Chairperson had received a request to meet with the Librarians to review some outstanding items. The Librarians asked if it was possible to have a monthly budget report for their funds so that they may better gauge their expenditures. Also, the Librarians requested a copy of a receipt for their annual calendar fundraiser from a few years ago for their records.

The Secretary Treasurer advised the Board that once the year end clean up is completed, she will provide the Librarians with a monthly budget report as requested. Currently, as the report is incomplete, the information would not be accurate. She also stated that she will review the calendar fundraising report in question and look in the archived documents for the receipt in question.

## **8.6 Recreation Portfolio:**

### **8.6.1 Manager Custodian monthly report**

The Secretary Treasurer advised the Board that the Manager Custodian reports no issues.

### **8.6.2 Community Centre Boilers – update**

The Secretary Treasurer advised the Board that the office has reached out to Tisdale to enquire on an eta for the boilers installation at the community centre. As of November 3, 2021, Tisdale advised they would be obtaining an eta from the supplier that day but no follow up has been received. A follow up email was sent again today.

## **8.7 Water/Sewer Portfolio:**

### **8.7.1 Transfer Switch - update**

The Secretary Treasurer advised the Board that OCWA anticipates the transfer switch to be installed this week or at the latest Monday or Tuesday of next week.

### **8.7.2 Monthly Generator check sheets - update**

The Secretary Treasurer advised the Board that that the office continues to receive the monthly generator check sheets from OCWA.

### **8.7.3 C of A for Lagoons & Exfiltration beds – update & discussion**

At the request of the Board, the Secretary Treasurer has reached out to Kresin Engineering on the matter of the C of A for the lagoons and exfiltration beds.

Mike Kresin has requested that the Board provide him with specific data related to the system so that they can proceed with submitting for an increase to the current C of A on the Board's behalf. The Secretary Treasurer has been working with OCWA to ensure that all data required by the Engineer is being obtained and provided.

For the most part, all requested information has been passed on to the Engineer, however, the office is dealing with a corrupted file from 2017 and will resend the file by end of week. Also, on November 8, 2021, the Engineer contacted the office and asked if flow records could be obtained in an excel or other electronic format as it would save a lot of time if they didn't have to manually input all the records. April Swanson of OCWA, has not responded to the Engineer's inquiry as of yet.

If OCWA does not have the data stored electronically, how does the Board wish to proceed? An option would be to have the office transfer the data into Excel or perhaps contract this to the Business Administrative Consultant.

The Board discussed the matter and directed the Secretary Treasurer to obtain a quote from Kresin Engineering for the work required on the C of A application including the work done to date. The Board agreed that the matter would be deferred to the next meeting for further discussion.

### **8.7.4 Water Treatment Plant – Change Order – update**

The Secretary Treasurer advised the Board that the change order documentation has been received from OCWA, signed as per the Board's motion from the August 3<sup>rd</sup> meeting and returned to OCWA.

### **8.7.5 Licensing requirements for the Valve Operator contractor**

At the Board's request, the Secretary Treasurer reached out to OCWA to ask if special licencing or training was required by OCWA for the Valve Operator contractor as there was a question regarding whether or not the contractor could continue in his capacity without special licencing.

OCWA's response was that no special licence or training is required for the Board's current contractor, however training may be required for a new contractor depending on his/her background and qualifications.

## **8. Deputations or Delegations or Discussions from the floor**

The Chairperson asked if there were any questions from the floor.

Member of the public in attendance, Natalie Gaudette, asked if she could have a copy of the Admin policy, the revised minutes approved at tonight's meeting and a copy of the police background check policy that was recently approved by the Board.

Natalie asked whether the OFMEM had discharged all other non-compliance orders from a few years ago.

Natalie voiced her concern regarding some Board members not declaring conflicts during the meeting.

Natalie suggested to the Board that perhaps the Board could look into accessing the Emergency Broadcast System in order to communicate Drinking Water Advisories in the future.

The Board thanked Natalie for her input and directed the Secretary Treasurer to provide Natalie with the copies of the documents she had requested.

Bernard Souliere stated he would confer with OFMEM advisor on the matter of the status on non-compliance orders previously served on the Board.

The Secretary Treasurer advised the Board that she had a contact with the Provincial Emergency Occurrence Centre (PEOC) and would look into the Board's ability to access the Emergency Broadcast System for the purposes of communicating to the community.

9. **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 8:30PM was moved by Andre Jodouin and seconded by Gilles Veronneau.**  
**Motion Carried**

  
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Christine Bedard – Secretary Treasurer

  
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Daniel Mantha - Chairperson