Gogama Local Services Board
Monthly Board Meeting – June 6, 2019
Gogama Community Centre at 7:00 P.M.

MINUTES

1. Call meeting to order and Roll Call

Daniel Mantha, presiding as Chairperson, called the meeting to order at 7:07PM.

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

Absent with Regrets
Paul Derkacz – Board Member

One member of the public present.

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

3. **Acceptance of agenda**

The Chairperson asked for a motion to approve the agenda.

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

Motion Carried

4. **Acceptance of minutes**

4.1 May 2, 2019 meeting minutes

The Chairperson asked for a motion to accept and approve the minutes of the May 2, 2019 meeting minutes.

The motion to accept and approve the minutes of the May 2, 2019 meeting minutes was moved by Gilles Veronneau and seconded by Rachelle Minarik. **Motion Carried**

5. **Disbursement:**

5.1 Monthly Budget Review

The Chairperson gave the floor to the Secretary to provide the Board with an update of the monthly budget. The Secretary advised the Board that the budget prepared for them did not include all income received by the Board to date such as service fees, user fees and donations. The Secretary further advised the Board that some expenses entered still required to be moved to their proper budget line in order for the budget to be accurate. The Board reviewed each budget and discussed the matter with the Secretary. The Chairperson asked for a motion to accept the monthly budget.

The motion to accept the monthly budget as presented to them by the Secretary was moved by Rachelle Minarik and seconded by Andre Jodouin. **Motion Carried**

6. **Grants Update:**

6.1 Clean Water Wastewater Fund

The Secretary advised the Board that all original projects under this funding grant have been completed, billed to the Board by OCWA and paid. She advised the Board that during the next month, she would endeavor to reconcile the expenditures so that the Board may see whether there are still funds left over for items that would qualify under the scope of the funding allocation before closing the project and submitting the final report in August.

Projects completed to date were as follows;

1. Replacement of pump at Well building
2. Inspection & Cleaning of Clear Wells at Water Distribution/Generator Building
3. Monitoring Equipment upgrades at the Water Distribution/Generator Building
4. Rehabilitation and/or Replacement of main water valves
5. Deforestation of wastewater lagoon cells

OCIF Top-Up – Water Infrastructure Project
The Secretary advised the Board that the water infrastructure project was moving along well. The Secretary further advised that the was a pre-construction meeting scheduled with Kresin Engineering, OCWA and Northec on Friday June 14, 2019 to review the scope of work planned, work schedule and permits. The Secretary stated that over the course of the winter months, Kresin Engineering had met with the contractor in order to reduce the scope of work originally tendered in order to meet the budget allocated. The Secretary stated that meetings with the engineer and contractor would continue regularly so to ensure that the project remains on track.

Northern Rural Communities Stream
The Secretary advised the Board that the Northern Rural Communities Stream grant eligibility criteria had been reviewed by herself, the Chairperson, Mr. Gerry Talbot representing the Gogama Chamber of Commerce and Mr. Patrick DeBlois of Minakwa in a previous meeting. The Secretary also advised the Board that she had held a conference call with the representative, Rebecca McNeil of Marc Serré's office and the aide to the Minister of Infrastructure, Chike Abagasi to discuss avenues available to the Board for new projects. Unfortunately, these projects did not meet this stream's eligibility criteria. The Secretary advised that she would wait for the upcoming Canadian Experience Fund to be released in order to review further eligibility for funding.

OCIF Formula Base Fund
The Secretary advised the Board that she had submitted the Board's application for this year's installment of the Ontario Community Infrastructure Fund (OCIF) Formula Base. This is the $50,000.00 grant approved to the Board for the last three years. The Secretary reminded the Board that these funds have been used solely for the purpose of funding a little over 40% of the water and sewer operating costs to OCWA. The Secretary further advised the Board that continuation of this funding is not currently guaranteed for coming years and would advise the Board of this funding renewal when/should it occur.

Public Library Operational Grant
The Secretary advised the Board that she had submitted the Board's application for this year's public library operational grant. This grant provides the Library funds in the amount of $1338.00 for general operating expenses. The Secretary advised the Board that this grant is usually submitted and funds received by this time, however, the application launch/release was delayed this year. The Secretary anticipates that funds will be received by mid to end of July.

Community, Culture and Recreation
The Secretary advised the Board that the Community, Culture and Recreation Stream funding still has not been launched. The original launch was expected April 30, 2019. The Secretary stated that as soon as the grant application is released, she will review the eligibility criteria and see what type of projects can be applied for at that time.

Green Stream
The Secretary advised the Board that the Green Stream Grant, expected to be made available for application on or before April 30, 2019, still has not been released. She advised the Board that in speaking with Marc Serré's assistant, Rebecca McNeil, the Federal Government have approved and released the

funding and they are unsure why the Provincial Government have not yet made it available as of yet and would be submitting an inquiry on the matter. The Secretary advised the Board that she is waiting for this grant in order to submit an application for the replacement of the Water Treatment Plant generator, upgrading of the lights in the community centre from current fluorescents to LED and purchase/installation of a heat-line freeze protection system for the gutters.

Public Transit Stream
The Secretary advised the Board that the Public Transit Stream Grant, expected to be released on or before April 30, 2019 still remains closed. The Secretary advised that she is waiting to see the eligibility criteria for this funding to see if it would fit any projects previously discussed by the Board.

Enabling Accessibility
The Secretary advised the Board that she is keeping an eye for the 2019-2020 release of the Enabling Accessibility Fund in order to submit an application for renovations/retrofit of the community centre entrances/exits and washrooms. She advised that she would keep the Board informed when the grant is opened so that the Board may submit an application for funding.

New Horizons
The Secretary advised the Board that the New Horizons for Seniors grant application process is now open, deadline for submissions is June 21, 2019. The Secretary advised the Board that she hasn't yet had an opportunity to review the program guidelines completely but would like the Board approval to allow her to submit an application on the Board behalf for any aspects that would fit and enhance the application of the Enabling Accessibility Fund as both programs can be applied for within the same program year. The Secretary explained that this funding is up to $25,000.00 and does not appear to have a community contribution requirement. She further explained that she would be able to better advise the Board on the percentage of community contribution requirement once she had an opportunity to review the application in its entirety. The Secretary advised the Board that should there be a community contribution requirement of any kind, the Board would not be in a position to submit an application this year as these types of funds have not been considered during budgeting.

The Chairperson asked for a motion to approve the Secretary to submit an application to the New Horizons for Seniors grant if there is no community contribution requirement.

The motion to approve the Secretary to submit an application to the New Horizons for Seniors grant if there is no community contribution requirement was moved by Andre Jodouin and seconded by Gilles Veronneau.

Motion Carried

Canadian Experience Fund
The Secretary advised the Board that the Canadian Experience Fund grant stream is now open for submissions. The Secretary explained that this funding is a national program, for which FedNor has received a Northern Ontario allocation of $5.94 million over the next two years. The Fund will support tourism projects with emphasis on the following categories: winter and shoulder seasons; rural and remote tourism; Indigenous tourism. The Secretary further explained that applications are accepted on an ongoing basis with no submission deadlines, and applications will be reviewed as they are received. She stated that she would reach out to the FedNor Initiatives Officer to confirm if the Board's projects to fix the road to the Beach, resurface the beach and retrofit the public boat launch and dock would meet the grant's eligibility criteria. She stated that the Gogama Chamber of Commerce and Minakwa projects may also fit this grant. The Secretary requested that the Board approve her to submit the application on the Board's behalf and also to reach out to the Chamber of Commerce and Minakwa representatives to offer a partnership on this application.

The Chairperson asked for a motion to approve the Secretary to review, prepare and submit an application to the Canadian Experience Fund grant on behalf of the Board and to offer a partnership with the Gogama Chamber of Commerce and Minakwa Lodge.

The motion to approve the Secretary to review, prepare and submit an application to the Canadian Experience Fund grant on behalf of the Board and to offer a partnership with the Gogama Chamber of Commerce and Minakwa Lodge was moved by Andre Jodouin and seconded by Rachelle Minarik.

Motion Carried

7. **Action Items:**

7.1 Ongoing action items;

Superior Propane account credits

The Secretary advised the Board that she is still in the process of working with Superior Propane's Account Manager to ensure all appropriate credits and free litre credits are applied to the accounts.

CN Right Of Way Vegetation Control

The Secretary advised the Board that she had reached out to the Gogama Local Roads Board on the matter of the offer put forward by CN to spray areas in the community for noxious weeds. She advised that the GLRB is very interested in participating as this would significantly reduce the on-going yearly cost of brushing within the community. The Secretary advised that the GLRB will be submitting a map of the areas they would like sprayed by the 15th of June so that the final submission can be made by the deadline of June 26, 2019.

Fire Protection Area Boundary expansion

The Secretary advised the Board that she is still working at the Fire Protection Area Boundary expansion proposal and would keep the Board apprised of her progress.

Block 141 Noble

The Chairperson advised the Board that he had recently met with MNRF representative, Gail Ballak, on the matter of forest harvesting of Block 141 Noble surrounding Frigid Lake where the community's drinking water is sourced. The Chairperson advised that the discussions went well and MNRF would not be harvesting this block and assisting the Board with designating this block as a no work sanctuary to include mining, forestry and any other development. The Chairperson advised the Board and the Secretary to expect correspondence from MNRF on this matter in the coming weeks.

8. **New Business**

8.1 Correspondence:

8.1.1France Gelinas – Newsletter

The Secretary advised the Board that the office had received France Gelinas' monthly newsletter that spoke of her letter to the Minister of Health regarding the status of lack of health care services in the community. The Board discussed the matter and looks forward to hearing more news on the subject in the months to come.

8.2 Administrative Portfolio:

8.2.1Bookkeeping Training

As previously discussed during the monthly budget review, the Secretary advised the Board that all expenses from January 2019 have now been entered into the new QuickBooks program and verification sampling has been completed by the Business Consultant. The Secretary further advised that the Trial Balance verification is just about done and has been even more challenging this year due to misclassification of accounts by the auditor. The Secretary advised the Board that the Business Consultant plans on having a conversation with the auditor as part of her wrap up of the 2017-2018 audit bringing to the auditor's attention the level of errors being made and recommending to the Board that the financial statement review and approval be held off for as long as it takes to properly verify the auditor's findings. Reports training has been completed and Interim Budget training is now done. The Secretary advises that there are a few more clean-up items left to train on such as income received by the Board to be submitted into QuickBooks.

8.2.2 O.P.P Meeting

The Secretary advised the Board that the O.P.P Superintendent and Sgt. Roy Onlock attended the office for a meeting with the Secretary on June 5, 2019. The reason for the meeting was to advise the Board that the O.P.P is in preliminary stages of transitioning the local detachment out of Gogama.

The Superintendent states that the transition date is not yet set and comes as a result of operational costs for a building that is seldom ever used and, due to some major infrastructure work needed, the O.P.P cannot continue to keep the facilities open. The Superintendent advises that this transition will not affect the level of services provided to the community as the transition has actually been in effect for the last 2-3 years. All this will mean is the building will be closed, the phone outside of the building and signs will be removed. The O.P.P will be approaching the Board when they are ready to present this to the public via a town hall meeting.

8.2.3 MENDM Interim Budget

The Chairperson asked the Board if anyone had any objections to adding this item to the agenda. All Board members were in favor of adding item 8.2.3 to the agenda.

The Secretary presented the Board with the MENDM Interim Budget – second request for payment. She reviewed the document with the Board and advised that the deadline for submission was June 10, 2019. Part of the package to the Ministry required a new by-law approving the interim budget for the Gogama Local Services Board for the fiscal year 2018-2019. The Secretary read by-law 2018-2019-23 out loud and the Chairperson asked for a motion to approve by-law 2018-2019-23 as it had been read by the Secretary.

The motion to approve by-law 2018-2019-23 approving the interim budget for the Gogama Local Services Board for the fiscal year of 2018-2019 was moved by Gilles Veronneau and seconded by Andre Jodouin.

Motion Carried

The Chairperson directed the Secretary to submit the interim budget as prepared to MENDM.

8.3 Garbage Collection Portfolio:

The Chairperson asked Gilles Veronneau if he had any new business to discuss regarding the Garbage Collection Portfolio. Gilles Veronneau stated he had none at this time.

8.4 Financial Portfolio:

8.4.1 Superior Propane – Update

As touched upon during ongoing action items portion of the meeting, the Secretary advised the Board that the new invoices for the Superior Propane accounts have been received. The free litres promised have not been added yet. The Secretary is following up with the account manager to ensure these accounts are properly rectified.

8.5 Fire Protection Portfolio:

8.5.1 Risk Assessment Public Meeting

The Chairperson advised the Board that the public meeting for the Risk Assessment Plan took place on May 28, 2019. Present at the meeting were the GLSB, MNRF, DSSAB, Woods Inc representing IAMGOLD, the GFD and a good representation from the public. The OFMEM's Risk Assessment Group will be accepting public feedback for a two-week period. Those members of the public requiring a copy of the presentation can procure one at the office or request a PDF version be sent to them electronically.

8.5.2 OFMEM Meeting

The Chairperson advised the Board that the OFMEM held a conference call meeting on May 15, 2019 to address ongoing issues regarding fire protection. Present at the meeting were the OFMEM, GLSB and MENDM. The GFD sent their regrets and were not in attendance.

The Board has requested that another meeting be scheduled at a later date with the same parties. The GLSB has requested that the OFMEM mediate the proceedings. No meeting availability dates from the GFD have yet been received.

The Secretary advised the Board that she has begun creating a living document of items/issues that will detail what remains ongoing and what has been completed. This document will be shared with the OFMEM to assist with the mediation process. The following emails have been sent to the OFMEM for resolution on May 29, 2019;

- Request for key to office at the GFD
- Extrication vehicle decommissioning
- Plate renewal of extrication vehicles
- Monthly Activity Report from GFD
- New GFD Recruits
- Conduct matters – confirmation
- GFD Banking status
- Resignation of Fire Fighter status
- Use of extrication vehicles by GFD outside of Board Area Boundary

The Secretary advised the Board that follow up emails on these matters were sent to OFMEM today but no replies have been received as of yet.

8.6 Library Portfolio:

The Chairperson asked Andre Jodouin if he had any new business to discuss regarding the Library Portfolio. Andre Jodouin stated that he had finished a repair to the Library toilet as it had been reported as having a significant leak during the weekend when the Maintenance Contractor was not available.

As the head librarian was present at the meeting, the Board asked if she had any requests to bring to the Board's attention. Gisele Constantin stated that she would like the Board's approval to ask the Secretary to order 4 new outdoor library benches, one of which they would like to commemorate to the memory of Pastor Ed Radford. Also, she would like to have the Secretary order a new file shelf as the one they currently have is too large for the limited space. The Board discussed the matter and reviewed the Library budget to ensure there were funds left from previous fundraisers to cover the expenditure and agreed that the Secretary could place the order and use the Board's Visa to cover the cost.

The Chairperson asked for a motion to approve the Secretary to purchase 4 outdoor benches and a file shelf for the Library.

The motion to approve the Secretary to purchase 4 outdoor benches and a file shelf for the Library was moved by Rachelle Minarik and seconded by Andre Jodouin. **Motion Carried**

8.7 Recreation Portfolio:

8.7.1 Manager/Custodian Monthly Report

The Chairperson advised the Board that the Manager/Custodian reports no issues at this time.

8.7.2 Maintenance Monthly Report

The Chairperson advised the Board that the Maintenance Contractor reports all renovation work related to the community centre's main entrance is now complete for the exception of some minor electrical work. The new exit sign and a replacement plug needs to be installed but the electrician regularly used by the Board is not well enough to do the work. Since there is no re-wiring to do, does the Board want the maintenance contractor to go ahead with these or does the Board want to call in Racicot from Timmins?

The Board discussed the matter and agreed that the Secretary would ask the maintenance contractor if he felt capable of performing this type of work. In the event the maintenance contractor did not feel capable, the Board directed the Secretary to obtain a quote for the work from a contractor in Timmins.

The Chairperson asked for a motion to approve the maintenance contractor to perform the minor electrical work required; install new exit sign in the community centre entrance and clinic rear exit and replace a plug in the community centre entrance.

The motion to approve the maintenance contractor to perform the minor electrical work required; install new exit sign in the community centre entrance and clinic rear exit and replace a plug in the community centre entrance was moved by Andre Jodouin and seconded by Rachelle Minarik. **Motion Carried**

The Secretary requested the Board's direction for the maintenance contractor's next work order. The Board discussed the matter and agreed that the Secretary will draft the next workorder for the renovation of the office bathroom to include stripping the wallpaper, painting walls, change ceiling tiles and purchase/install new sink.

The Chairperson asked for a motion to approve the maintenance contractor to continue with renovations to the office bathroom including stripping the wallpaper, painting walls, change ceiling tiles and purchase/install new sink.

The motion to approve the maintenance contractor to continue with renovations to the office bathroom including stripping the wallpaper, painting walls, change ceiling tiles and purchase/install new sink was moved by Andre Jodouin and seconded by Gilles Veronneau. **Motion Carried**

8.8 **Water/Sewer Portfolio:**

8.8.1 **Forestry Operations in Noble 141**

The Chairperson stated that there is no additional information to add to the topic since it was already discussed during the action items portion of the agenda. The Chairperson opened the floor up to the Board and asked if they had any other questions regarding the matter. All Board members stated they had no further questions at this time.

8.8.2 Gogama Exfiltration Lagoon Capacity Exceedances

The Secretary advised the Board that the Chairperson and herself had discussed the matter of the lagoon exceedances with Kresin Engineering at the pre-construction meeting. Kresin is willing to look into the matter to see what the next step is to increase the CofA and will advise the Board.

9. **Deputations or Delegations or Discussions from the floor**

The Chairperson opened the floor to the Board and member of the public for questions. The Board had no further questions. The member of the public had no questions for the Board.

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 8:25PM was moved by Rachelle Minarik and seconded by Andre Jodouin. **Motion Carried**

Christine Bedard

Christine Bedard – Secretary Treasurer

Daniel Mantha

Daniel Mantha - Chairperson