

Gogama Local Services Board
Monthly Board Meeting – March 23, 2021
Teleconference at 7:30 P.M.

MINUTES

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

Daniel Mantha, Chairperson presiding, called the meeting to order at 8:00PM.

Present

Daniel Mantha – Chairperson
Gilles Veronneau – Vice Chairperson
Bernard Souliere – Board Member
Alain Constantin – Board Member
Richard Gravelle – Board Member
Christine Bedard – Secretary Treasurer

Absent with Regrets

One member of the public present via teleconference.

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 and seconded by the Board.

Motion Carried

4. **Acceptance of minutes**

4.1 October 21, 2020

The Chairperson asked for a motion to accept and approve the October 21, 2020 meeting minutes.

The motion to accept and approve the October 21, 2020 meeting minutes was moved and accepted by the Board.

Motion Carried

4.2 February 23, 2021

The Chairperson asked for a motion to accept and approve the February 23, 2021 meeting minutes.

The motion to accept and approve the February 23, 2021 meeting minutes was moved and seconded by the Board.

Motion Carried

5. **Disbursement:**

5.1 Presentation of Financial Statements

Previous to the meeting, Mr. Joel Ahrens, auditor for MNP, presented the 2018-19 and 2019-20 Financial Statements to the Board. Both Financial Statements were accepted and approved by the Board. The auditor advised the Board that the 2018-19 audit was the final audit conducted as high risk. As the Gogama Fire Department financials have been re-included within the scope of the financial statement of that year, the auditor is satisfied that the 2019-20 could return to low risk.

The Chairperson asked for a formal motion to accept and approve the 2018-2019 Financial Statement as presented to them by the auditor.

The motion to accept and approve the 2018-2019 Financial Statement as presented to them by the auditor was moved and seconded by the Board. Motion Carried

The Chairperson asked for a formal motion to accept and approve the 2019-2020 Financial Statement as presented to them by the auditor.

The motion to accept and approve the 2019-2020 Financial Statement as presented to them by the auditor was moved and seconded by the Board. Motion Carried

The Board briefly discussed the method of delivery of the approved financial statements to the public. Historically, the approved financial statement would be presented to the public in a public meeting. Due to the current restrictions surrounding the pandemic status, the Board will discuss the method of public delivery at the next meeting. In the interim, the approved financial statements will be posted to the Board's website for public access.

5.2 Monthly Budget Review

The Chairperson asked for a motion to defer the monthly budget report by the Secretary Treasurer to next meeting.

The motion to defer the monthly budget report by the Secretary Treasurer to the next meeting was moved and seconded by the Board. Motion Carried

6. Grants Update:

6.1 Green Stream Grant – Second intake

The Board was advised that the Green Stream – 2nd intake is still not open for application submission. However, the office has received an email stating that infrastructure Canada is seeking feedback on potential projects for the Green and Inclusive Community Buildings Program. The Program will provide up to \$1.5 billion in federal funding for community buildings to support retrofits, repairs or upgrades of existing public buildings and the construction of new public buildings.

Local governments, not-for-profit and Indigenous organizations are invited to submit project ideas through an online questionnaire.

The Board discussed the matter and directed the Secretary Treasurer to complete the online questionnaire once the MENDM requests for payment budget and interim budget packages have been submitted and approved.

6.2 NOHC Grant

The Board was provided a copy of the list of potential projects eligible under this grant taken from Asset Management Plan for their review. The Board discussed the matter and listed the following projects at the Community Centre in order of priority;

- Boilers
- Disability Accessibility
 - Automatic doors
 - Rebuild of ramp to meet code
- Air Conditioner Unit
- Front Entrance accessibility and beautification

The Board discussed repair and maintenance needs on the Fire Hall building, however, these repairs are not eligible under this specific grant therefore will be listed in the potential projects for the Green and Infrastructure Canada online questionnaire.

7. Action Items: Old Business

7.1 Police Background Checks

Action Item from February 23, 2021

Info on types of background checks and conditions whereas employers can or cannot ask for them.
The Chairperson asked for a motion to defer this item to the next meeting.

The motion to defer this item to the next meeting was moved and seconded by the Board.

Motion Carried

7.2 Buried Cable Signs

Action Item from February 23, 2021

Purchase of 20 high voltage signs – update

The Board was advised that due to other priority commitments, the signs have not yet been purchased. The order should be placed at some time in the coming month.

The Chairperson asked for a motion to defer this item for further discussion and update at the next meeting.

The motion to defer this item for further discussion and update at the next meeting was moved and seconded by the Board.

Motion Carried

7.3 Asset Management Plan

Action Item from February 23, 2021

Action Plan for future expenses.

Having discussed the Asset Management Plan specific to the community centre building for the purposes of the current NOHC grant, the Chairperson asked for a motion to defer a more in-depth discussion of this item to the next meeting.

The motion to defer this item for a more in-depth discussion to the next meeting was moved and seconded by the Board.

Motion Carried

7.4 Water Treatment Plant Generator

Action Item from February 23, 2021

The Board was advised that an email to Ontario Clean Water Agency (OCWA) requesting loan draft agreement and payment schedule for their review had been sent but no documents have been received as of yet.

The Chairperson asked for a motion to defer this item until such time as documents have been received for review.

The motion to defer this item until documents have been received for review was moved and seconded by the Board.

Motion Carried

7.5 Board Meetings

Action Item from February 23, 2021

Amalgamate existing 2011 bylaw with recommendations by Board for review.

The Chairperson asked for a motion to defer discussion of this item to the next meeting.

The motion to defer discussion of this item to the next meeting was moved and seconded by the Board.

Motion Carried

7.6 Buried Cable Line Incident
Action Item from February 23, 2021
Status of resolution.

The Chairperson asked for a motion to defer this item for discussion until new development in status is received.

The motion to defer this item for discussion until new development in status is received was moved and seconded by the Board.
Motion Carried

7.7 O.P.P Headquarters closure in Gogama
Action item from February 23, 2021
Status of public communication from O.P.P.

The Chairperson asked for a motion to defer this item for discussion until new information on the status is communicated.

The motion to defer this item for discussion until new information on the status is communicated was moved and seconded by the Board.
Motion Carried

7.8 TIM002 Fire Cost Recovery
Action Item from February 23, 2021
Draft letter to Assistant Deputy Minister.

The Chairperson asked for a motion to defer this item to the next meeting for discussion and review.

The motion to defer this item to the next meeting for discussion and review was moved and seconded by the Board.
Motion Carried

7.9 Garbage Collection/Disposal – Letter of Interest
Action Item from February 23, 2021
Review and discussion of letter of interest.

The Chairperson asked for a motion to defer this item to the next meeting.

The motion to defer this item to the next meeting was moved and seconded by the Board.
Motion Carried

7.10 Operating System Software purchase for Library

The Board office is still working out which version of the OS software has the guest account set up. Email from TechSoup software technicians with new recommendations to look into. Provided the recommendations for investigation to the Library Volunteer Computer Technician. Will keep Board informed. Software not purchased yet.

The Chairperson asked for a motion to defer this item until correspondence is received from TechSoup.

The motion to defer this item until correspondence is received from TechSoup was moved and seconded by the Board.
Motion Carried

7.11 Public Beach

Action Item from February 23, 2021

Board taking on responsibility of public beach.

The Board was advised, as per Northern Services Board Act (NSBA), a Local Services Board (LSB) may include the management and maintenance of a public beach under their power of recreation. This would mean looking at an increase in recreation user fees.

The Chairperson asked for a motion to defer this item for discussion at the next public budget meeting.

The motion to defer this item for discussion at the next public budget meeting was moved and seconded by the Board.

Motion Carried

7.12 Pump Failure – debrief

Discussion of what went well, what did not go well and communication plan for future similar emergencies.

As this would be a lengthier discussion, the Chairperson asked for a motion to defer this item to the next meeting.

The motion to defer discussion of this item to the next meeting was moved and seconded by the Board.

Motion Carried

7.13 OPTA 2020-21

Action Item from February 23, 2021

The Board was advised that the 2021 OPTA input was completed by deadline date of February 28th, OPTA by-law to the Minister of Finance was submitted and copied to the Ministry of Energy Northern Development and Mines (MENDM).

The Board was also advised that the office received a call from the Ministry of Finance representative stating there was an error when attempting to submit the OPTA payment to the Board. Apparently, both, the Ministry of Transportation (MTO) and Ministry of Finance (MOF) use the same payment portal to process their payments and the work done on the Board's administrative profile to fix the MTO claims payment problem is now generating an error for MOF's payment processing. The request to have a second profile for OPTA created has been submitted. In the interim, MOF has issued a manual cheque to the Board for OPTA 2021 payment and has sent it by mail March 18, 2021.

7.14 MENDM Requests for payment

Action Item from February 23, 2021

The Board was advised that the 2nd request for payment to MENDM for 2019-20 requires to be submitted before March 26, 2021 and the 1st request for payment to MENDM for 2020-21 requires to be submitted as soon as possible following the submission of the 2nd request for payment of 2019-20.

The Board was advised that these requests will be priority and will be submitted by the new deadline.

7.15 GFD Fuel Account set up

Action item from February 23, 2021

Update on status of account.

The Chairperson asked for a motion to defer this item to the next meeting pending an update on status.

The motion to defer this item to the next meeting pending an update on status was moved and seconded by the Board.

Motion Carried

8. New Business:

8.1 Administrative Portfolio:

8.1.1 Community COVID-19 Vaccination

The Board was advised that COVID-19 vaccinations for the community of Gogama should be available to everyone who wished to have one between April – May 2021. M.P.P France Gelinis reached out to the Board office Monday, March 8, 2021 to ask if the Gogama Local Services Board would be willing to provide accommodations for the vaccine clinic as the Nursing Clinic is not large enough to provide the space required for social distancing requirements. She stated that a logistics team would be contacting the office to discuss the needs.

8.2 Financial Portfolio: None

8.3 Garbage Collection/Disposal Portfolio:

8.3.1 Gogama Waste Disposal Site Renewal

The Board was advised that the contract for the Gogama Waste Disposal Site through the Ministry of Natural Resources and Forestry (MNRF) is due to end March 31, 2021. MNRF tendered the contract and have now completed their tendering process. The current Gogama Waste Disposal Site Manager, I Do Construction, have informed the Board that they are the successful bidders and have been awarded the site contract for another two years commencing April 1, 2021.

8.4 Fire Protection Portfolio:

8.4.1 Superior Propane account

The Board had briefly discussed at the February meeting that the Fire Department suspected that there had been a billing error between the Superior Propane accounts at the Fire Halls. The Secretary Treasurer has verified that the account numbers properly match the tank serial numbers. Superior Propane has been asked to investigate the billing as well as verify that the tank for the second fire hall building is not leaking propane. The Board will be kept advised as information becomes available.

8.4.2 MTO Claims portal

The Board was advised that as of March 15, 2021, additional work needed to be done on the Board's claims portal set up. The MTO's recent portal maintenance from last weekend has disabled access to the administrative link that would allow fire department approvers to make the changes required. MTO's technical department is working on a resolution.

8.5 Library Portfolio:

8.5.1 2021 Calendar Fundraiser

The Chairperson advised the Board that the Library has located a new printing company for their calendar fundraiser. Unfortunately, this means that this year's calendar printing will be delayed. The Librarians have advised those who have purchased ads and calendars of the delay. The calendar printing company, Linmark Publishing have unfortunately closed and were unable to provide calendar prints in time for the April 1, 2021 annual community calendar.

8.6 Recreation Portfolio:

8.6.1 Community Centre Boiler

One of two boilers located at the community centre has broken down. The contractor has advised that the boiler cannot be repaired and must be replaced. In the interim, the contractor has brought the second boiler online and have stated it can be used in the interim to finish off this heating season. The Board was provided a quote for replacement boilers for review. The replacement of the boilers is an eligible expense under the NOHC grant.

8.6.2 Fire Alarm & Extinguisher Annual Inspection

The Board was advised that the Fire Alarm & Extinguisher Annual Inspection has been scheduled for Monday, March 29, 2021. Cain Safety will be onsite and will be attending all board-owned buildings throughout the day.

8.6.3 Manager/Custodian Monthly Report

Manager/Custodian has no issues to report

8.6.4 Maintenance Monthly Report

The Maintenance Contractor has no issues to report.

The Board was advised that almost all the vanity parts ordered for the Library sink have been received. Once all the parts have arrived, the maintenance contractor will be installing the new vanity at the Library.

8.7 Water/Sewer Portfolio:

8.7.1 2020 DWS Annual Report

The office has received the 2020 Drinking Water System (DWS) Annual Report from OCWA. A copy of the report was provided to the Board for review.

9. Deputations or Delegations or Discussions from the floor

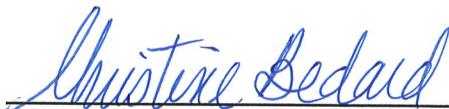
9.1 Public Dock repairs

The Board briefly discussed the repairs that are required at the public dock. The Board agreed that since this item requires a more in-depth discussion, the item should be added to the next meeting agenda for discussion.

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 9:20PM was moved and seconded by the Board. Motion Carried



Christine Bedard – Secretary Treasurer



Daniel Mantha - Chairperson