

Gogama Local Services Board
Monthly Board Meeting – February 7, 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 7:17 PM.

Present

Daniel Mantha – Chairperson
Rachelle Minarik – Board Member
Andre Jodouin – Board Member
Paul Derkacz – Board Member

Absent with Regrets

Gilles Veronneau – Vice Chairperson

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 Paul Derkacz and seconded by Andre Jodouin. **Motion Carried**

4. **Acceptance of minutes**

4.1 January 3, 2019 meeting minutes

The Chairperson asked for a motion to approve the January 3, 2019 meeting minutes.

The motion to approve the January 3, 2019 meeting minutes was moved by Andre Jodouin and seconded by Paul Derkacz. **Motion Carried**

5. **Disbursement:**

5.1 Monthly Budget Review

The Board reviewed the monthly budget report as submitted by the Bookkeeper and having nothing to discuss, the Chairperson asked for a motion to accept the monthly budget report.

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

6. **Grants Update:**

The Chairperson advised the Board that there were no new grants items to review or discuss at this time.

7. **Action Items:**

The Chairperson advised the Board that there were no ongoing action items to review at this time.

8. **New Business**

8.1 **Correspondence:**

8.1.1 Email correspondence from Mike Benson

The Chairperson advised the Board that the office had received an emailed correspondence from Mr. Edward (Mike) Benson dated January 5, 2019. The Chairperson requested that the Secretary read the correspondence out loud so that it may be entered into the minutes. The Secretary read to the Board, a correspondence from Mr. Edward (Mike) Benson, dated January 5, 2019. The Chairperson asked for a motion to have the email formally entered into the minutes.

The motion to have the emailed correspondence received from Mr. Edward (Mike) Benson dated January 5, 2019 formally entered into the meeting minutes was moved by Andre Jodouin and seconded by Rachelle Minarik.

Motion Carried

The Board discussed the matter and were all in agreement that all meeting minutes were posted on the website www.gogama.ca under the Gogama Local Services Board link and directed the Secretary to respond to Mr. Benson, directing him to the website where he may peruse the documents at his leisure.

8.1.2 IAMGOLD – PDAC invitation

The Secretary advised the Board that, once again, IAMGOLD had extended an invitation to the Board to attend their annual PDAC International Convention being held in Toronto on March 4, 2019. The Chairperson advised the Board that he would be attending the event as a representative of the Chamber of Commerce since this event was more of an economic development type meeting than one pertaining specifically to the powers of the Board.

8.1.3 Email correspondence from MNMD

The Chairperson advised the Board that the office had received a letter from MNMD outlining sections 10(3), 14(4) and 17 of the NSBA. The Chairperson further advised the Board that a response was required no later than February 12, 2019. The Board reviewed the letter and directed the Secretary to respond accordingly as all meetings of the Board are open to the public, an annual meeting schedule was available and posted as required by the act as well as all minutes were posted as per the regulation.

8.2 Administrative Portfolio:

8.2.1 2017 – 2018 Audit

The Chairperson advised the Board that the annual audit is scheduled to take place onsite February 20, 2019. The Bookkeeper and Secretary have completed most of the administrative clean up required for the audit and are on track to meet the audit date.

The Chairperson went on to advise the Board that the auditor has advised that the Board will continue to be assessed at a high risk as the fire hall financials from 2016-2017 were pulled out due to being incomplete. The amount of \$29,000 that was removed from last year's board financials was for the first 6 months of that fiscal year. This amount will continue to carry over until the complete financials are entered and submitted for audit or until the Board takes over all aspects of managing the fire hall by expanding the fire protection power boundary area. Until a resolution is reached, additional auditing fees will continue to apply.

The Secretary advised the Board that the office had received the steps outlined in the expansion process from MNMD and provided the Board with a copy of the steps for their review.

8.2.2 Ontario Property Tax Analysis – Provincial Land Tax (OPTA PLT)

The Secretary advised the Board that the OPTA system is now open for submission – deadline March 8, 2019. She states that the Bookkeeper is recommending that data entry and submission be deferred until the new Bookkeeper is selected so that hands on training can be provided. The Board discussed the matter and agreed that this process should be deferred until the new Bookkeeper is in place.

The Chairperson asked for a motion to defer the data entry and submission of the OPTA information until the new Bookkeeper is in place.

The motion to defer the data entry and submission of the OPTA information until the new Bookkeeper is in place was moved by Rachelle Minarik and seconded by Andre Jodouin.

Motion Carried

8.2.3 Bookkeeper Tender – Update

The Secretary reminded the Board that the Bookkeeper Tender closes tomorrow, February 8, 2019 at noon. She stated that at this time, one bid has been submitted. The Secretary asked the Chairperson to initial the sealed bid and for the Board to acknowledge that the bid envelope was sealed and stamped as received on February 6, 2019.

The Chairperson examined the sealed bid envelope, as did the other Board members, and, satisfied that the bid envelope was properly sealed and stamped, the Chairperson initialed the seal and gave the envelope back to the Secretary for safe keeping until the public opening of bids took place.

8.3 Garbage Collection Portfolio: 8.3.1 None

8.4 Financial Portfolio:

8.4.1 Superior Propane

The Secretary reminded the Board that in late December, it was noticed that the cost of propane had more than doubled. Upon further investigation, it was discovered that the Board's annual Fixed Price Rider, setting the cost of propane to .5350 per litre had dropped off at some time in October 2017 and had gradually been increased to what is now being billed at 1.1827 per litre. She explained that there had been a change in territory manager within Superior Propane earlier that year and the representative had not followed up. The issue has been brought forward to Superior Propane's new territory manager and he has advised that a new Rider will be sent out shortly and that the Board's three accounts will be reviewed for credits of the difference dating back to October 2017.

8.5 Fire Protection Portfolio:

8.5.1 GFD – Monthly Activity Report

The Chairperson advised the Board that no monthly report has been received from Interim Acting Fire Chief for October, November, December 2018 and January 2019. The Secretary is requesting Board direction on whether the Board would like to reach out to OFMEM on the matter.

The Board discussed the matter and agreed that the Board would wait on the finalization of the new OFMEM/GLSB agreement before addressing the matter.

8.5.2 New GFD Email Address

The Chairperson advised the Board that the Secretary had created a new email address for GFD use by the department on January 10, 2019. Details of the new email address including address and passcode have been sent to the Interim Acting Fire Chief. Northern 911 dispatch and OFMEM have been made aware of the new email address. The new email address is GFD@bellnet.ca. Use of the gogamafire@bell.net has been discontinued as the email address is proprietary to the former fire chief. Anyone wishing to contact the GFD via email are asked to use the new email address.

8.5.2 Replacement Battery – Dispatch radio backup

The Chairperson advised the Board that the Interim Acting Fire Chief has requested a replacement battery for the department's dispatch radio system. The battery backup is used during power outages. A new battery was purchased by the Board and replaced by the maintenance contractor.

8.5.3 Snow Removal at Fire Hall

The Chairperson advised the Board that the Interim Acting Fire Chief has enquired why the snow removal contractor has not been shoveling in front of bay doors of both buildings and man doors. He explained that this aspect of the snow removal contract was removed in the 2016/2017 contract by the Board at the Chairperson's recommendation. The Chairperson at that time was also the Fire Chief. Mr. Benson had stated to the Board that the fire department volunteers would take care of this as well as take care of keeping the fire hydrants clear of snow accumulation to ensure that the hydrants were accessible during the winter months.

In light of the new request, the Board has contacted the snow removal contractor and it was agreed that the shovelling of bay doors and man doors would be re-included effective immediately as well as the clearing of all fire hydrants. The Interim Acting Fire Chief has been advised.

The Chairperson asked for a formal motion to be approved to amend the current snow removal contract to include the clearing of snow from the bay doors, man doors and hydrants.

The motion to be approved to amend the current snow removal contract to include the clearing of snow from the bay doors, man doors and hydrants was moved by Rachelle Minarik and seconded by Andre Jodouin.

Motion Carried

8.5.4 Fire Protection Boundary Expansion

The Chairperson advised the Board that the Secretary has reached out to MNDM for direction and assistance on the process to expand the Fire Protection Boundary for Gogama so that it may match the same footprint covered by OFMEM. He advised that this process will take approximately 18 months and would result in the Gogama Fire Department being able to respond to highway calls along the highway 144 corridor without bringing the Board into non-compliance of the NSBA act of the Ministry of Northern Development and Mines.

It was discussed and agreed upon that until such time as the fire protection area boundary expansion is complete, the OFMEM have authorized the Gogama Fire Department to use the OFMEM-owned pumper to attend highway calls. Although this does not resolve the Board's compliance issues with MNDM, the Board has no control over OFMEM-owned vehicles. The Board has advised the OFMEM of the non-compliance issues surrounding this matter and continue to maintain the active mutual aid agreement with the Mattagami First Nation Fire Department until such time as the OFMEM can confirm that the GFD trained volunteer numbers have increased from the current 8 active members to the regulated 15. The Board recognizes that the new OFMEM direction is in the best interest of public safety and supports this new initiative by having the Mattagami First Nation Fire Department lend their support in volunteer numbers as well as back up equipment.

8.5.5 GFD Emergency Vehicles

The Chairperson advised the Board that it was observed that one of the three extrication vehicles was parked outside of the fire hall buildings and was currently buried in snow after the last big snowfall. It was also observed that a black pick up truck was being parked inside the second fire hall building. The Chairperson stated this observation was made by Fire Protection portfolio holder, Paul Derkacz, when he attended the fire hall for the purpose of bringing a copy of the current vehicle insurance slips. Paul Derkacz explained to the Board his findings and concerns regarding one of the Board's extrication vehicles being parked outside, buried in snow and what appeared to be a personal vehicle taking its place inside the fire hall building. Paul Derkacz explained to the Board that he had asked the Secretary to reach out to the Interim Acting Fire Chief for an explanation.

The Secretary informed the Board that she had reached out to the Interim Acting Fire Chief, Christine Cloutier via email and that the Acting Fire Chief had stated that the extrication vehicle in question had been parked there because it would not start and that it wouldn't be able to be moved until spring once the snow melted. She also stated that the black pick up truck was a personal vehicle that had been generously donated for the use of bringing the fire fighters to and from highway accident scenes since the GFD was not allowed to use the extrication vehicles at this time. The Secretary further advised that, at the direction of both the Chairperson and Paul Derkacz, an email was sent to Acting Fire Chief, Christine Cloutier, advising that as the personal vehicle was not deemed an emergency vehicle by OFMEM, any damage to the vehicle on the premises, inside the building or to and from a highway call would not be covered by the Board's policy. The Secretary

advised that no further response was received by the Acting Fire Chief. The Board asked if the OFMEM had been included in this correspondence, the Secretary advised that they had.

8.6 Library Portfolio: None

8.7 Recreation Portfolio:

8.7.1 Manager/Custodian Monthly Report

The Secretary advised the Board that the Manager/Custodian will be doing a final cleanup once the maintenance contractor has completed the renovations. In the interim she is cleaning only before and after hall bookings.

The Board discussed the matter and agreed that having the Manager/Custodian come to clean the hall on a daily or even weekly basis at this time would be unrealistic as the maintenance contractor requires to go through the hall to various places in the community centre for materials, access to janitorial closet and moving of furnishings as he finishes each room. The Board stated that they were satisfied with the Manager/Custodian's efforts in keeping the entrances clear of snow and maintaining the hall's cleanliness before and after each event. The Manager/Custodian reports no other issues.

8.7.2 Maintenance Monthly Report

The Secretary advised the Board that renovations/construction in the Board offices due to a water infrastructure break in November is nearing its end. The anticipated completion date of end of January 2019 was extended due to delays caused by hall rentals and additional, unexpected issues. The Maintenance contractor states the work should be completed by end of week next week.

8.8 Water/Sewer Portfolio:

8.8.2 Water Treatment Plant – Generator quote

The Chairperson advised the Board that the office has received a quote from OCWA for a new Generator for the Water Treatment Plant. The quoted cost for the new generator is \$116,616.25 before taxes and includes a 200kw Generator, Automatic Transfer Switch and Installation & Installation materials. As this is not an item that was budgeted for by the Board, the Secretary is currently looking into the possibility of a grant to cover the cost.

9. Deputations or Delegations or Discussions from the floor

The Chairperson asked the Board if there were any deputations, delegations or discussions. Having received none, the Chairperson proceeded to adjourn the meeting.

10. Adjournment

Having no further Board business to address, the Chairperson asked for a motion to adjourn the meeting.

The motion to adjourn the meeting at 8:34 P.M was moved by Andre Jodouin and seconded by Paul Derkacz.

Motion Carried



Christine Bedard
Secretary



Daniel Mantha
Chairperson

Subject: request for information

From: gogamafire gogamafire <gogamafire@bell.net>

Date: 2019-01-05, 11:12 a.m.

To: "Gogama L.S.B." <glb10@ontera.net>

CC: "heather.chertow" <heather.chertow@ontario.ca>

Dan Mantha

Chairman GLSB

Dan,

I am filing a complaint with MNDM concerning what I see as serious irregularities and possible infraction of the Act concerning how the board has handled itself and the taxpayers money over the last 16 months, and wish to have the facts to deal with this matter.

My first concern naturally is the unprecedented spending of the board in an attempt to remove myself as Fire Chief, knowing early on in the process that I was not an employee of the board or there was no possibility of sanction or censure on behalf of the board.

Secondly, as a previous board member and Chairman, I know it is illegal and improper for the board to hold meetings out of the public eye, and that any decision arising from such meeting must be presented to the public in the form of a formal motion, and passed by the members before any action can be taken. On numerous occasions, and reflected in the minutes of at least one public meeting, it was stated that the secretary is in attendance of all meetings for the purpose of taking minutes.

To clarify what the boards actions have been for the past 16 months, and in an attempt to clarify how the board came to certain decisions, I request the following information:

- 1/ The minutes of all meetings held between the Board and Peter Doucette, and all correspondence between the Board and Mr. Doucette
- 2/ The minutes of all meetings with the members and staff of OFMEM, and any correspondence between the Board and the Fire Marshals Office.
- 3/ A copy of any motion made concerning the legal fees in the attempt to remove the Fire Chief, and an itemized invoice for services from Mr. Doucette to the Board.
- 4/ A copy of any motion to allow any expenditure in the attempt to remove the Fire Chief.
- 5/ The annual reconciliation of finances for the fiscal year 2017/18.

Also, as a traveller of Hwy.144, I am seriously concerned about the present state of the Gogama Fire Departments ability to respond to accvidents and other emergencies. As Fire Chief for 13 years and mentor of the program, I am not aware of ever having any liability issues. Therefore, As a taxpayer and Fire Department supporter,I am requesting:

- 1/ An explanation of the liability "issues" with the FD using rescue vehicles.
- 2/ That a public meeting is held, with staff of OFMEM and Gogama Fire Department, for the sole purpose clarifying once and for all, the status of the emergency services available to the citizens of Gogama and the travelling public serviced by GFD.

I understand that the board is not used to dealing with requests of this magnitude,, but I also understand that all this information should be readily available to them and I would hope for a speedy reply to resolve my concerns ion a timely matter.

Sincerely,
Mike Benson
705-363-7901

P.O.Box 242

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mikemagda@bell.net