

## Monday, March 31st, 2014

Minutes of the Regular Public Meeting of Council held on Monday, March 31, 2014 in Council Chambers.

**Attendees:** Mayor Keith Howell (Chair)  
Deputy Mayor Marlene Peddle  
Councillor Dale Howell  
Councillor Sam Winsor  
Clerk/Manager Dianne Goodyear

**Absent:** Councillor Kim Blackwood  
Councillor Michel Bailet  
Councillor Linda Bailet

**Call to Order:** Chair @ 7:30 p.m.

**Agenda:** **Motion-3505-14 – Deputy Mayor Peddle/Councillor D. Howell**  
Resolved that the Agenda be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Minutes:** Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Council Meeting of March 10<sup>th</sup>, 2014 which had been circulated to all members.

**Motion-3506-14-Councillor S. Winsor/Deputy Mayor Peddle**

Resolved that the Minutes of the Regular Council Meeting of March 10<sup>th</sup>, 2014 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Minutes:**

Mayor Howell asked if there were any errors or omissions to the Minutes of the Special Public Meeting of March 12<sup>th</sup>, 2014 which had been circulated to all members.

**Motion-3507-14-Councillor D. Howell/Councillor S. Winsor**

Resolved that the Minutes of the Special Public Meeting of March 12<sup>th</sup>, 2014 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Minutes:**

Mayor Howell asked if there were any errors or omissions to the Minutes of the Special Public Meeting of March 26<sup>th</sup>, 2014 which had been circulated to all members.

**Motion-3508-14-Councillor S. Winsor/Councillor D. Howell**

Resolved that the Minutes of the Special Public Meeting of March 26<sup>th</sup>, 2014 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Business**

**Arising:**

**Frederickton LIC Response**

The Local Improvement Committee are currently working on a financial/payment plan to present to Council.

**Rec/Garage Parking Lot**

Letters were sent to the individuals concerned. The truck has been removed. The trailer has been moved but is still on the parking lot. Agreement to monitor the situation and bring results back to a future meeting if it continues to be a concern.

**Committees**

**Finance:**

**Gas Tax Payment**

Written notification from the Gas Tax Secretariat that they have released the following funds: \$9,004.50 Year 8A remaining allocation and \$19,345.20 Year 8B allocation.

**Finance:**

**Gas Tax Approval**

Approval has been received from the Gas Tax Secretariat to allocate the remaining Gas Tax Funds as follows:

\$58,349.70 towards the Rec Electrical Cost and

\$50,158.00 towards the Sewer Outfall Project.

**Insurance**

Members were provided with a detailed breakdown of our insurance premiums for the period April 1, 2014 to March 31, 2015 and a list of coverage for consideration. Mayor Howell will review the current policy and bring results back to Council.

**Public Works:**

**Water Report**

Satisfactory

**Water Quality Report**

THM's and HAA's are still slightly higher than the guidelines.

**Water Operator Seminars**

Members agreed that the part-time Outside Worker should attend the Proper Handling of Chlorine and Chlorine Container workshop and the Water Distribution Operator Level 1 courses when they are available in Gander.

**Wood Pile/Grandfather's Pond**

Report of a wood pile stacked in the Grandfather's Pond area was submitted to Council. Mayor Howell will check the location and report back to the next meeting.

**Generator Housing**

**Motion-3509-14-Councillor D. Howell/Deputy Mayor Peddle**

Resolved that the Outside Worker build a small shed, approx. 6 ft. x 6 ft. adjacent to the Chlorination Chamber to house the generator.

In favour: Mayor Howell Deputy Mayor Peddle

Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Fire Dept:**

**First Aid Training/Registration**

**Motion-3510-14-Councillor S. Winsor/Councillor D. Howell**

Resolved to approve the Fire Department Members First Aid Training on April 5<sup>th</sup> and 6<sup>th</sup>, 2014. Clarification is required on whether they are paying the expense or are requesting the town to pay the expense.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

Clerk/Manager to check with Tony Rose regarding the criteria for refresher First Aid Courses for our firemen – how often the refresher courses are required and exactly what training is required for the refresher.

**Purchase Training Equipment**

Clarification is required regarding the Fire Department's request to purchase Training Equipment at \$2,000 cost shared by the town. The following concerns were raised:

- Where is the Fire Department's share coming from – is it from their savings for the pick-up?
- Do they realize the town's share, if approved, would have to come from the amount budgeted for their firefighting equipment?
- In the long run, it is probably cheaper to rent the equipment
- When courses are run in the winter, the increase to the hydro bill would have to be considered in the expense of offering the courses to the public.

**Fundraising – Dance**

A request for permission to host a dance as a fundraiser for the family in Frederickton that lost their house due to a fire was presented to Council. This request is denied due to the fact: Council feels it is not the role of a Fire Department to fundraise for these incidents and it would set a very dangerous precedent that can have implications and liabilities in the future.

**Accounts**

**Payable:**

Jeffrey Coles	\$ 50.00 – Thaw Waterline (Paid)
Jeffrey Coles	\$ 50.00 – Thaw Waterline (Paid)
Rockwater	\$1,062.00 – Chlorine
Cal LeGrow	\$19,314.00 – Insurance
G & M Services	\$ 604.14 – Diesel 165 F 66.02 T 373.12
G & M Services	\$ 30.00 – FD Brought BA’s to Gander
Colonial Auto Parts	\$ 214.69 – Starter Town P/U
Bell Mobility	\$ 34.97 – Phone – Cell
Computer Shack	\$ 384.15 – Toners – Printer
NL Power	\$ 213.03 – Hydro – Garage
NL Power	\$ 404.07 – Hydro – Mun. Bldg.
NL Power	\$ 214.11 – Hydro – Booster Station
NL Power	\$ 628.56 – Hydro – Fire Hall
NL Power	\$ 108.55 – Hydro – Chlor. Chambers
Cyril Goodyear	\$ 37.74 – Coffee (picked up for town)
CIBC Mellon	\$ 482.80 – Pension Premiums - March
NAPE	\$ 73.40 – Union Dues – March
Receiver General for Canada	\$2,599.56 – Payroll Remitt – March
Bell Aliant	\$ 197.17 – Phone/Fax/Internet/Office

**Motion-3511-14-Councillor D. Howell/Deputy Mayor Peddle**

Resolved that the outstanding accounts be paid in full as presented.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Correspondence:**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
Minister S. Kent	Urock Volunteer Awards	info only
MP Gail Shea	MV Manolis L	info only
Mun. Affairs	911 Service	info only

**Members**

**Business:** Emergency Management Conference/Municipal Symposium

Emergency Management Conference is scheduled for April 30<sup>th</sup> and May 1<sup>st</sup> at the Albatross Hotel in Gander. Municipal Symposium is scheduled for May 1<sup>st</sup> – May 3<sup>rd</sup> at Hotel Gander. Information will be brought back to next meeting for further discussion.

### **Municipal Awareness Day – Proclamation**

Municipal Awareness Day is scheduled for May 7<sup>th</sup>, 2014. A proclamation was signed by Mayor Howell. Councillor D. Howell will coordinate the activities for Municipal Awareness Day.

### **Update Capital Works**

Mayor Howell will call the MHA and Minister and set up a meeting to discuss our Capital Works Application and report back to Council.

### **Adjournment:**

#### **Motion-3512-14-Deputy Mayor Peddle/Councillor D. Howell**

Resolved that Council do now adjourn to meet again on Monday, April 14<sup>th</sup>, 2014 at 7:30 p.m.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 8:45 p.m.

## **Wednesday, March 26th, 2014**

Minutes of a Special Public Meeting held on Wednesday, March 26, 2014 in Council Chambers.

### **Attendees:**

Mayor Keith Howell (Chair)

Councillor Dale Howell

Councillor Kim Blackwood

Councillor Sam Winsor

Clerk/Manager Dianne Goodyear

Guest: Baxter Russell

Guest: Marlene Peddle  
*(Marlene Peddle did not attend this meeting as a member of Council but as an observer during the opening of the bids as did Baxter Russell)*

**Absent:** Councillor Michel Bailet  
Councillor Linda Bailet

**Call to Order:** Chair at 3:00 p.m.

This meeting was called to open and award the Tender for Furnace Oil.

Mayor Howell opened and presented the following tenders:

- Marlene Peddle	\$500.00
- Bobby Gillingham	\$300.00
- Winnie Parsons	\$375.00
- Wilbert Gillingham	\$350.00
- Baxter Russell	\$302.00
- Leona Russell	\$360.00
- Bobby Goodyear	\$477.00

**Motion-3504-14 –Councillor S Winsor/Councillor K Blackwood**

Resolved to award the Tender to the highest bidder – Marlene Peddle for the bid of \$500.00.

In favour: Mayor Howell                      Councillor D. Howell  
                    Councillor K. Blackwood      Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Adjournment:** Meeting was adjourned by Mayor Howell at 3:10 p.m.

## **Wednesday, March 12th, 2014**

Minutes of a Special Public Meeting held on Wednesday, March 12, 2014 in Council Chambers.

**Attendees:** Mayor Keith Howell (Chair)  
Deputy Mayor Marlene Peddle  
Councillor Dale Howell  
Councillor Kim Blackwood  
Councillor Sam Winsor

Clerk/Manager Dianne Goodyear

**Absent:** Councillor Michel Bailet  
Councillor Linda Bailet

**Call to Order:** Chair at 1:00 p.m.

This meeting was called to discuss and approve the prior decisions of Council regarding the Electrical Upgrade to the Rec Center and the Capital Works Application for the W/S Main St. North/Sewer Outfall. The recent decisions to increase the amount from Gas Tax Funding towards the Electrical Upgrade and to bring forward the amount approved from the 2013 Capital Works Application to use with our 2014 Capital Works Application both require a revised Capital Investment Plan.

**Gas Tax Funding – Revised Capital Investment Plans 2014  
Motion-3503-14-Deputy Mayor Peddle/Councillor D. Howell**

Resolved that Council is in favour of using the remaining Gas Tax Funding amount of \$108,507.70 allocations to March 31, 2014 in the following manner:

Priority	Project Title	Total Project Cost	Gas Tax Funding
1	Electrical Upgrade to Rec Center	\$77,292.00	\$58,349.70
2	W/S Main St. North/Sewer Outfall	\$2,558,035.83	\$50,158.00

**Gas Tax Funding-Revised Capital Investment Plans 2014**

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood  
Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Adjournment:** Meeting was adjourned by Mayor Howell at 1:10 p.m.

## Monday, March 10<sup>th</sup>, 2014

Minutes of the Regular Public Meeting of Council held on Monday, March 10<sup>th</sup>, 2014 in Council Chambers.

**Attendees:** Mayor Keith Howell (Chair)  
Deputy Mayor Marlene Peddle  
Councillor Dale Howell  
Councillor Kim Blackwood  
Councillor Sam Winsor  
Clerk/Manager Dianne Goodyear  
Guest – Jeffrey Wheaton, Chair/LIC Frederickton

**Absent:** Councillor Michel Bailet  
Councillor Linda Bailet

**Call to Order:** Chair @ 7:30 p.m.

**Agenda:** **Motion-3495-14-Councillor K. Blackwood/Councillor D. Howell**  
Resolved that the Agenda be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood  
Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Minutes:** Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Council Meeting of February 24<sup>th</sup>, 2014 which had been circulated to all members.

**Motion-3496-14-Councillor S. Winsor/Deputy Mayor Peddle**  
Resolved that the Minutes of the Regular Council Meeting of February 24<sup>th</sup>, 2014 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood  
Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Guest:**

**Jeffrey Wheaton, Frederickton LIC**

Mayor Howell welcomed Jeffrey Wheaton, Chair of the Frederickton Local Improvement Committee, to the meeting. Jeffrey informed Council that on February 10<sup>th</sup>, 2014 they held a Public Meeting in which the old Local Improvement Committee was dissolved and a new Committee was formed. They are currently experiencing financial difficulties and are asking Council to waive the interest charge on their account, freeze future interest and hold the arrears balance until they can get financially stable. Jeffrey stated that they would continue to make their quarterly payments on the current year Fire Protection Fee but need time to pay off the arrears balance.

Mayor Howell thanked Jeffrey for coming to the meeting and informed him that they will be notified of Council's decision. Jeffrey left the meeting at 7:50 p.m.

**Motion-3497-14-Councillor K. Blackwood/Councillor D. Howell**

Resolved to approach Frederickton LIC with a letter explaining that to have the interest payment frozen, an agreement would have to be made with the town, satisfactory to both parties.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood  
Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

Results are to be brought back to the next meeting of Council.

**Committees**

**Finance:**

**Electrical Cost @ Rec. Center**

**Motion-3498-14-Deputy Mayor Peddle/Councillor D. Howell**

Resolved that the town will give an additional \$28,349.70 from the Gas Tax Funding to the Recreation Committee towards the Electrical Tender.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood  
Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Public Works:**

**Water Report**

Satisfactory.

**Backhoe Hire/Boat**

**Motion-3499-14-Councillor K. Blackwood/Councillor D. Howell**



The Fire Training School will be held in Clarenville May 24 – 30, 2014. A copy of the schedule has been forwarded to the Acting Fire Chief.

**Instructor Course**

Bobby Goodyear has requested approval to attend the Instructor Course in Clarenville. Mayor Howell checked the training schedule and advised that it does not seem to be offered with the Fire Training School in Clarenville.

**Fire Dept. Logo**

The Fire Department members have chosen their Logo from the designs provided by Mark. It was presented to Council for their information. A copy will be kept on file.

**Accounts**

**Payable:**

NL Power	\$ 246.95 – Hydro – Booster Station (Paid)
NL Power	\$ 257.66 – Hydro – Garage (Paid)
NL Power	\$ 88.72 – Hydro – Chlor. Chamber (Paid)
NL Power	\$ 465.56 – Hydro – Mun. Bldg. (Paid)
NL Power	\$ 906.59 – Hydro – Fire Hall (Paid)
NL Power	\$1,708.91 – Hydro – Street Lighting (Paid)
TRIO	\$ 319.32 – Health Premiums March
NAPE	\$ 49.81 – Union Dues – February
Receiver General for Canada	\$1,848.49 – Payroll Remit – February
CIBC Mellon	\$ 333.20 – Pension Premiums – February
Car Quest Canada	\$ 103.23 – Starter FD PU less credit 137.34
Bell Aliant	\$ 196.62 – Phone/Fax/Internet
Bell Aliant	\$ 74.52 – Phone – Fire Hall
Bell Mobility	\$ 34.97 – Phone – Cell
CNWM	\$1,536.21 – Tipping Fees – February
CNWM	\$2,032.80 – Curbside Collection – February
Industry Canada	\$ 82.00 – Radio License Renewal Fee
G & M Services	\$ 729.34 – Diesel 578.30/Gas 151.04
Kean’s Pump Shop	\$2,274.98 – Chlorine Pump/Diaphragms

**Motion-3501-14-Councillor K. Blackwood/Deputy Mayor Peddle**

Resolved that the outstanding accounts be paid in full as presented.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood

Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Correspondence:**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
MNL	March/Nutrition Month	Emailed to Members
Gov/NL	Community Development Toolkit	Emailed to Members
Earth Day Canada	Awards for eco-heroes	Emailed to Members
Gov/NL	National Volunteer Week	Emailed to Members

**Members**

**Business:**

**SAM Convention**

Held in Hawke's Bay on May 2<sup>nd</sup> and 3<sup>rd</sup>. Council representative, Councillor Linda Bailet, is not available to attend this convention. Any member available to attend is asked to contact the office to get registered.

**Members**

**Business:**

**PMA – Effective Proposal Writing**

This course will be offered at Hotel Gander on April 2<sup>nd</sup>, 2014 and is open to Municipal Administrators and Elected Officials. Clerk/Manager is not available to attend this training session. Anyone wishing to attend is asked to notify the office to get registered.

**Printer Problem**

Members were informed that the Printer will be sent to Gander tomorrow as there is a problem with printing. It should be fixed and returned the same day.

**Logo – Habitat/Rec**

Several logos prepared by Mark were presented to Council for their perusal. They will be passed to the appropriate Committees for their feedback.

**March 17 – Stat Holiday**

Members were reminded that Monday, March 17<sup>th</sup> is a Stat Holiday and the Office will be closed that day.

**March 13 – Dr. Apt.**

Clerk/Manager has a Dr. Apt. at 3:50 p.m. on March 13<sup>th</sup>. General Agreement to close the office early that day.

**Adjournment:**

**Motion-3502-14-Councillor D. Howell/Deputy Mayor Peddle**

Resolved that Council do now adjourn to meet again on Monday, March 24<sup>th</sup>, 2014 at 7:30 p.m.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor D. Howell Councillor K. Blackwood  
Councillor S. Winsor

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 9:30 p.m.