

Thursday, May 25th, 2017

Minutes of the Regular Public Meeting of Council held on Thursday, May 25th, 2017 in Council Chambers

Attendees: Mayor Keith Howell (Chair)
Deputy Mayor Marlene Peddle (arrived late)
Councillor Dale Howell
Councillor Kim Blackwood
Councillor Sam Winsor
Councillor Michel Bailet
Councillor Linda Bailet
Clerk/Manager Dianne Goodyear

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

Agenda: Community Gardens was added to the Agenda under Members Business.
Motion-4082-17-Councillor M. Bailet/Councillor K. Blackwood
Resolve that the Agenda be adopted as amended.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes: Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of May 15th, 2017 which had been circulated to all members.

Motion-4083-17-Councillor L. Bailet/Councillor S. Winsor

Resolve that the Minutes of the Regular Public Council Meeting of May 15th, 2017 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Business Arising:

Tender – Pickup (2002)

1 Tender was received from Bobby Goodyear in the amount of \$25.00.

Motion-4084-17-Councillor K. Blackwood/Councillor S. Winsor

Resolve to accept the bid from Bobby Goodyear in the amount of \$25.00 for the 2002 Pickup.

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

Opposed: 0
Abstaining: 0
Motion Carried.

Tender – Trailer

2 Tenders were received for sale of the Utility Trailer as follows:

- 1st Tender from Cory Boone in the amount of \$153.95
- 2nd Tender from Jason Coles in the amount of \$300.00

Motion-4085-17-Councillor K. Blackwood/Councillor D. Howell

Resolve to accept the bid from Jason Coles in the amount of \$300.00 for the Utility Trailer.

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

Opposed: 0
Abstaining: 0
Motion Carried.

W/S Tender Update

After much delay and many questions from the Department of Environment and Conservation, the Town Engineer anticipates the Tender call for our Water and Sewer Project will be made early next week.

Committees

Finance:

Collections Report April

A collections report for April was presented to and reviewed by members. The report shows a slow but steady increase in the collection of arrears.

Finance:

Town Pin (Mail)

Members were informed that the cost to mail the town pins to the Scouts in Ontario was \$20.60.

Cell Phone App

With the exchange rate, the annual cost for the Cell Phone App approved at the previous meeting for \$948 US Funds was \$1,335.83 Canadian Funds.

Town Pins

Members were in agreement to order 1000 town pins.

Public Works:

Water Report

Satisfactory

Screens @ Pond

The Screens at the Pond were cleaned on May 18, 2017. A report and pictures were circulated to and reviewed by members.

Clean up week – ditches

No names were brought forward to clean up the ditches during next week's clean-up. Litter will be picked up from the ditches and areas where there are places to turn around and at the Interpretation Center during the clean-up week. It was agreed to wait until the remaining ditches are dry and if our part time worker is available offer the work to him.

Indiscriminate Dumping

An email and pictures received from Environment and Conservation representative was presented to Council showing litter along the beach in the Noggin Cove Head Residential area. The email stated that since the activity is located within a Residential area in the town boundary, it is the town's responsibility to take action on this matter. It further stated that it is outside the jurisdiction of Service NL. Further research is required with Municipal Affairs, DFO and Fisheries and Land Resources to determine the next course of action. All results will be brought back to next meeting for further discussion.

Fire Dept:

Elections

Elections were held on April 25, 2017. The new executive for the Fire Department are:

Fire Chief	– Nathanael White (not elected, previously appointed by Council)
Assistant Chief	– Justin Goodyear
Deputy Fire Chief	– Duncan McRae
Assistant Deputy	– Jamie Easton
Captain	– Ted Parsons
Lieutenant 1	– Jason Mouland
Lieutenant 2	– Enos Wheaton
Secretary	– Tammy Mouland

Fire Report

A Fire Report from May 15th, 2017 was presented to and reviewed by members.

Accounts

Payable:

Rockwater	\$1,235.56 – Chlorine
K & D Pratt	\$ 797.10 – BA/Tanks Inspections
Workplace NL	\$ 346.04 – WHSCC premiums
Pennell's Service Station	\$ 30.71 – Town P/U Back up beeper
NL Power	\$ 325.32 – Hydro – Fire Hall
NL Power	\$ 176.79 – Hydro – Booster Station
NL Power	\$ 284.99 – Hydro – Municipal Bldg.

NL Power \$ 56.32 – Hydro – Chlorination Chamber
Bell Mobility \$ 37.26 – Phone – Cell

Motion-4086-17-Councillor L. Bailet/Councillor D.Howell

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

Correspondence:

From	Regarding	Action
Telecommunications Alliance	New 10 Digit dialing in NL	Info Only

(Deputy Mayor Peddle arrived at the meeting at 8:30 p.m.)

New Business:

Health & Safety Policy Statement

Motion-4087-17-Councillor S. Winsor/Deputy Mayor Peddle

Resolve to adopt the Health and Safety Policy Statement as amended.

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

Opposed: 0

Abstaining; 0

Motion Carried.

Early & Safe Return to Work Policy Statement

Motion-4088-17-Councillor L. Bailet/Councillor D. Howell

Resolve to adopt the Early and Safe Return to Work Policy Statement as amended.

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

Opposed: 0

Abstaining; 0

Motion Carried.

Early & Safe Return to Work Program

Motion-4089-17-Councillor S. Winsor/Councillor M. Bailet

Resolve to adopt the Early and Safe Return to Work Program as amended.

In favour: Mayor Howell Deputy Mayor Peddle

Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor M. Bailet
Councillor L. Bailet

Opposed: 0

Abstaining; 0

Motion Carried.

Health & Safety/Early & Safe RTW (continued from above)

As per the MNL Safety Council and OH&S, Fire Department members are now considered employees of Council which changes our status from the group of less than 10 employees to the group between 10 and 49 employees. This means there is different criteria we now have to meet. In this regard, staff is working on changes and upgrades required to be compliant.

Dirt Bike complaints

Numerous complaints have been received from residents regarding the illegal use of dirt bikes and quads on town roads including passing vehicles, near misses and racing. Many have expressed concerns regarding the safety aspects involved. Members agreed to send a letter to the RCMP Corporal expressing Council and Resident concerns regarding this subject.

Outfall/Boats

Concern from a resident that the boats going to the Eastern Fish Market Wharf could hook into the outfall was brought forward and discussed by members. It was agreed that a No Anchor Symbol Sign would be erected in front of the outfall like the one erected at the new sewer outfall location.

Members

Business:

SAM Report

The SAM Report to be presented at the SAM Convention next week was circulated to and reviewed by members.

Rec. Roof Tender

The Rec Roof Tender to replace the shingles on the old section of the building has been awarded and work will begin during the week of June 12 – 16, 2017. Members agreed that the shingles would be placed in the town utility trailer and the town worker would bring them to the transfer station.

Clerk/Manager Vacation

Clerk/Manager will be attending Municipal Election Training on May 31st and taking Vacation on June 2nd and 5th. The remaining 3 weeks of vacation will be taken during the period July 24th to August 17th, 2017. Assistant Clerk Phyllis Collins will cover during this absence and continue to work on collections during this period.

Members

Business: **Community Gardens (Added to Agenda)**
Councillor Bailet informed members that workers from Newfoundland Power are coming on June 8th at 1:00 to build community garden boxes behind the Municipal Building as per the Enviro Grant received by the Habitat Committee.

Adjournment: **Motion-4090-17-Councillor D. Howell/Councillor K. Blackwood**
Resolve that Council do now adjourn to meet again on Monday, June 12th, 2017 at 7:30 p.m.

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

Opposed: 0

Abstaining; 0

Motion Carried.

Meeting adjourned at 9:30 p.m.

Monday, May 15th, 2017

Minutes of the Regular Public Meeting of Council held on Monday, May 15th, 2017 in Council Chambers.

Attendees: Mayor Keith Howell (Chair)
 Deputy Mayor Marlene Peddle (arrived late)
 Councillor Dale Howell
 Councillor Kim Blackwood
 Councillor Sam Winsor
 Councillor Michel Bailet
 Councillor Linda Bailet
 Clerk/Manager Dianne Goodyear

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

Agenda: **Motion-4070-17-Councillor S. Winsor/Councillor K. Blackwood**
Resolve that the Agenda be adopted as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes:

Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of April 27th, 2017 which had been circulated to all members.

Motion-4071-17-Councillor M. Bailet/Councillor L. Bailet

Resolve that the Minutes of the Regular Public Council Meeting of April 27th, 2017 be adopted as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Business

Arising:

Property Across from Rink

Councillor Winsor informed members that the property owner next to the Town’s property will need approximately 12 ft. for access to the back of his property. Members agreed to allow him access up to 12 ft. in a previous meeting. The remaining property will be fenced off and developed into a visitor/picnic area.

Committees

Finance:

CIP

Motion-4072-17-Councillor S. Winsor/Councillor L. Bailet

Resolve that the Town of Carmanville submit a Capital Investment Plan to the Department of Municipal Affairs Gas Tax Secretariat seeking approval to use the remaining \$189,200 in Gas Tax Funds towards the town portion of Phase 3 and Phase 4 of our Water and Sewer Projects.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Town Pickup (2002)

Motion-4073-17-Councillor D. Howell/Councillor L. Bailet

Resolve that the Town Pickup (2002), the Utility Trailer and the old Pump System would be put on Tender.

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

Opposed: 0

Abstaining: 0

Motion Carried.

WHSCC Audit

A Workplace NL Audit was performed on May 8th, 2017 on the Town, Rec. Committee, Habitat Committee and Fire Department for 2014, 2015 and 2016. A report was circulated to and reviewed by members. The Auditors advised that the Workers Comp. premiums for Canada Summer Jobs are only covered by the Government for not-for profit organizations. Only the Habitat qualifies under this category.

WHSCC Audit

The Workers Comp premiums for the Provincial Summer Student positions are not covered by the Government and are strictly the employer's responsibility. The Auditors also advised that T4's must be issued to all Council Members for Remuneration, reported to Canada Revenue Agency and Workplace NL. Further that Workers Comp. premiums must be paid on Remuneration.

Utility Trailer

Motion-4074-17-Councillor D. Howell/Councillor K. Blackwood

Resolve to approve the purchase of a 2015 Utility Dump Trailer at the cost of \$8,000 plus HST.

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

Opposed: 0

Abstaining: 0

Motion Carried.

(Deputy Mayor Peddle arrived at the meeting at 7:50 p.m.)

Request for Water Exemption

Request for Water Exemption was approved as per policy effective the date written notification was received.

Minimum Bid – 312 A Main St. Auction

(Councillor K. Blackwood left the meeting at 7:55 p.m. due to a Conflict of Interest)

Motion-4075-17-Councillor L. Bailet/Councillor D. Howell

Resolve that the Minimum Bid for the Auction of 312 A Main Street be set at \$2,500.

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

Opposed: 0

Abstaining: 0

Motion Carried.

(Councillor K. Blackwood was invited back to the meeting at 8:05 p.m.)

Finance:

Clerk/Manager Wage

(Clerk/Manager left the meeting at 8:05 p.m. due to a Conflict of Interest)

Discussion

(Clerk/Manager was invited back to the meeting at 8:12 p.m.)

Motion-4076-17-Councillor S. Winsor/Councillor D. Howell

Resolve that the Clerk/Manager wage be increased by \$1.00/hour.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Admin. Clerk Wage

Motion-4077-17-Deputy Mayor Peddle/Councillor D. Howell

Resolve that the Administrative Clerk wage be increased by \$0.50 (cents) per hour.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Public Works:

Clean-up week

Clean-up week is scheduled for May 29th to June 2nd adhering to the Town Clean-up Regulations. Notices will be posted to this effect.

Line Flushing

Line Flushing is scheduled for May 23rd to 26th, 2017. Screens are to be cleaned before and after flushing. Notices will be posted to this effect.

Water Usage/Flow Data

Average daily water usage for April was 149,918 gals/day.

Public Works:

Chlorine Readings

Chlorine Readings for the month of April were reviewed by members and found to be within guidelines.

Road work

Any request for the town worker to assist Trans and Works with roadwork will be determined on an individual basis except in an emergency situation.

Fire Dept:

Van

Motion-4078-17-Councillor K. Blackwood/Councillor D. Howell

Resolve to complete the repairs to the Fire Van as required to pass inspection.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Phone App

Motion-4079-17-Councillor K. Blackwood/Councillor M. Bailet

Resolve to purchase the annual Phone App at the cost of \$948 US Funds per year.

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

Opposed: 0

Abstaining: 0

Motion Carried.

FD Report

A recent Fire Incident Report was submitted to Council and reviewed by members. Members agreed future Fire Incident Reports should be forwarded to Council. The Fire Chief will be advised of this request.

Fire Dept:

Pager

A pager with the screen broken was dropped off at the Town Office for repair but the pager is still working. It will be returned to the member to use until such time as it doesn't work. It would then be sent out for repair.

Accounts

Payable:

Receiver General for Canada	\$2,895.45 – Payroll Remittance Apr (Paid)
CIBC Mellon	\$ 515.66 – Pension Premium Apr (Paid)
NAPE	\$ 82.95 – Union Dues Apr (Paid)
Bell Aliant	\$ 242.99 – Phone/Fax/Internet (Paid)
TRIO	\$ 354.50 – Health Premiums May
Smithy's Road Service Ltd.	\$ 318.84 – Pumper Inspection
Dooley's Trucking	\$ 65.86 – Courier – Pump/BA's
Bell Aliant	\$ 76.70 – Phone – Fire Dept.
NL Power	\$1,711.56 – Hydro – Street Lighting
NL Power	\$ 162.42 – Hydro – Garage

Abbott's Auto Graphics	\$ 126.50 – Decals – New Pickup
CNWM	\$2,161.52 – Curbside Collection Fees
CNWM	\$1,912.16 – Collection Fees
Tulk's Home Hardware	\$ 51.22 – Toilet Kit/Janitorial/Cabinets
Concrete Concepts	\$ 295.80 – Steel/Trailer & BU Alarm
G & M Services	\$ 816.29 – Gas: town 647.02; FD 169.27
Pennell's Service Station	\$ 440.86 – Fuel Pump Fire Van

Motion-4080-17-Councillor M. Bailet/Councillor S. Winsor

Resolve 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	Councillor M. Bailet
	Councillor L. Bailet	

Opposed: 0

Abstaining: 0

Motion Carried.

Correspondence:

From

Heart & Stroke Foundation
G. Haire/Scouts

Regarding

AED application
Town Pin Request

Action

Apply for Rec. Center
Send letter and Town Pins

New Business:

Shed Permits

Shed Permit Request for 256 Main Street and 196 Main Street were approved as per policy and Accessory Building Permit Regulations.

Proposed Changes to Assessment Roll

No issues or concerns were brought forward regarding the proposed changes to the Assessment Roll to eliminate the Frontage description, Land value and Building value lines and replace them with the total assessed value.

Adjournment:

Motion-4081-17-Deputy Mayor Peddle/Councillor D. Howell

Resolve that Council do now adjourn to meet again on Thursday, May 25th, 2017 at 7:30 p.m.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:30 p.m.