

## Thursday, October 19<sup>th</sup>, 2017

Minutes of the Regular Public Meeting of Council held on Thursday, October 19<sup>th</sup>, 2017 in Council Chambers.

**Attendees:** Mayor Keith Howell (Chair)  
Deputy Mayor Marlene Peddle  
Councillor Shawn Budgell  
Councillor Dwight Day  
Councillor Dale Howell  
Clerk/Manager Dianne Goodyear

**Absent:** Councillor Gordon Blackwood  
Councillor Michael Wheaton

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

**Agenda:** “2018/2019 Capital Works” was added to the Agenda under “Finance”.  
**Motion-4143-17-Deputy Mayor Peddle/Councillor S. Budgell**  
Resolve that the Agenda be adopted as amended.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

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 October 10<sup>th</sup>, 2017 which had been circulated to all members.

**Motion-4144-17-Councillor S. Budgell/Councillor D. Day**  
Resolve that the Minutes of the Regular Public Council Meeting of October 10<sup>th</sup>, 2017 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Business Arising:**

**OH&S/WHSCC Compliance**  
**Motion-4145-17-Councillor D. Howell/Councillor D. Day**  
Resolve to proceed with Motion 4137-17 as stated in the Minutes of October 10<sup>th</sup>, 2017.

In favour: Mayor Howell Deputy Mayor Peddle

Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0

**Motion Carried.**

### **W/S Project – New hookups**

Members were informed residents are questioning the capability of connecting to the new sewer lines for residences on the water side of the road. Consultations with the Town Engineer confirmed there are no issues in connecting to the sewer line for residences on either side of the road.

## **Committees**

### **Finance:**

### **3<sup>rd</sup> Quarter Reports**

The 3<sup>rd</sup> Quarter Reports for 2017 were circulated to and reviewed by members. Overall the town is in good standing for the remainder of the year.

### **Business Tax**

#### **Motion-4146-17-Deputy Mayor Peddle/Councillor D. Howell**

Resolve to enter a “Closed Session” to discuss this topic.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0

**Motion Carried.**

Discussion

#### **Motion-4147-17-Deputy Mayor Peddle/Councillor D. Howell**

Resolve to return to an “Open Session” for the remainder of the meeting.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0

**Motion Carried.**

#### **Motion-4148-17-Deputy Mayor Peddle/Councillor D. Howell**

Resolve that Council’s Policy regarding the Closure of Business stands as previously notified on June 29/17.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0  
**Motion Carried.**

**2018/2019 Capital Works**

**Motion-4149-17-Councillor D. Howell/Deputy Mayor Peddle**

Resolve to apply for the 2018/2019 Capital Works W/S Project, Phase 3 as per previous application with updated information from the Town Engineer.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0  
Abstaining: 0

**Motion Carried.**

**Public Works: Water Report**  
Satisfactory.

**Public Works: Boil Water Advisory**  
Members were informed that there is a partial Boil Water Advisory currently in place from Noggin Cove Road to Noggin Cove Head due to the new waterline installations. Notices to this effect were hand delivered to each household by the Contractor. Members were also informed that a Boil Water Advisory for the whole community will be effective October 30<sup>th</sup>, 2017 due to the pigging of the waterlines. Notices to this effect will be mailed to all residents this week.

**Car Wrecks**  
Complaints from citizens regarding car wrecks were brought forward. Information regarding free disposal of car wrecks will be put on the town website and included in the Fall Newsletter.

**Geese**  
Complaints from citizens regarding Geese were brought forward. There is information available at the town office and on the town website on ways to deter the geese from property. The other solution is for people to stop feeding them.

**Fire Dept: FES Inspection**  
Members were informed that the Fire Department Re-assessment was conducted by FES Fire Protection Officer Tony Rose on October 18<sup>th</sup>, 2017. A complete report will be forwarded to the town upon completion.

**Accounts**

**Payable:**

Rockwater	\$1,482.12 – Chlorine
Central Office Equipment	\$ 22.76 – Office Supplies
Computer Shack	\$ 344.97 – Color Toners
Computer Shack	\$ 126.49 – Black Toner

**Motion-4150-17-Councillor D. Howell/Councillor D. Day**

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

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Correspondence**

**From**

L. Guinchard

**Regarding**

Liberal Nomination

**Action**

Info only.

**New Business:**

**Shed Permit**

The request for a Shed Permit at 156 Main Street was approved as per Policy and the Accessory Building Permit Regulations.

**Members**

**Business:**

**Members travel re training**

Members were informed of Council's Policy regarding travel and meal allowances and hotel accommodations regarding travel. Further that members usually carpool when more than one member is attending training/conventions.

**Adjournment:**

**Motion-4151-17-Councillor D. Howell/Councillor D. Day**

Resolve that Council do now adjourn to meet again on Monday, November 6<sup>th</sup>, 2017 at 7:30 p.m.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 9:05 p.m.

**Tuesday, October 10, 2017**

Minutes of the Elections for Mayor and Deputy Mayor and the First Meeting of the New Council for 2017-2021 held on Tuesday, October 10, 2017 in Council Chambers.

**Attendees:**

Dwight Day  
Keith Howell

Shawn Budgell  
Gordon Blackwood

Marlene Peddle  
Dale Howell

Michael Wheaton

Dianne Goodyear

**Mayor Election (Moved to beginning of Meeting):**

Returning Officer welcomed everyone to the meeting and conducted the Election for the position of Mayor at 7:30 p.m.

**Keith Howell** was nominated by Gordon Blackwood and seconded by Dale Howell. He **accepted** the Nomination.

**Shawn Budgell** was nominated by Michael Wheaton and seconded by Marlene Peddle. He **declined** the Nomination.

**Michael Wheaton** was nominated by Shawn Budgell and seconded by Dwight Day. He **accepted** the Nomination.

There were no other nominations for Mayor so the Returning Officer declared Nominations Closed and a vote was taken by Secret Ballot.

The results were:       4 Votes for Keith Howell for Mayor  
                                  3 Votes for Michael Wheaton for Mayor

**Keith Howell was declared Mayor.**

**Deputy Mayor Election:**

The Returning Officer conducted the Election for the position of Deputy Mayor.

**Marlene Peddle** was nominated by Dale Howell and seconded by Gordon Blackwood. She **accepted** the Nomination.

**Michael Wheaton** was nominated by Shawn Budgell and seconded by Dwight Day. He **accepted** the Nomination.

**Gordon Blackwood** was nominated by Keith Howell. He **declined** before the nomination was seconded.

There were no other nominations for Deputy Mayor so the Returning Officer declared Nominations Closed and a vote was taken by Secret Ballot.

**Deputy Mayor Election:**

The results were:       4 Votes for Marlene Peddle for Deputy Mayor  
                                  3 Votes for Michael Wheaton for Deputy Mayor.

**Marlene Peddle was declared Deputy Mayor.**

**Swearing in of new Council:**

All members completed an "Oath of Office" and were given a copy for their records. The originals will be attached to the official Minutes.

**Campaign Disclosure Statements:**

All members completed Campaign Disclosure Statements which will be attached to the official Minutes.

**Annual Disclosure Statements:**

All members completed the Annual Disclosure Statements which were then reviewed by members and will be filed as per the Municipalities Act requirements.

All members were given Binders containing the Municipalities Act, Councillor’s Handbook and information relevant to conducting Council Business. A brief overview of the information contained was presented to members.

The Election requirements concluded at 8:15 p.m. and the Chair was passed to Mayor Howell to begin the Regular Public Meeting of Council.

**Regular Public Meeting Tuesday, October 10<sup>th</sup>, 2017**

Minutes of the Regular Public Meeting of Council held on Tuesday, October 10<sup>th</sup>, 2017 in Council Chambers.

**Attendees:** Mayor Keith Howell (Chair) Deputy Mayor Marlene Peddle  
Councillor Shawn Budgell Councillor Dwight Day  
Councillor Dale Howell Councillor Gordon Blackwood  
Councillor Michael Wheaton Clerk/Manager Dianne Goodyear

**Call to Order:** Chair @ 8:20 p.m.

**Agenda:** “Street Lights” was added to the Agenda under “Public Works”.  
**Motion-4136-17-Councillor D. Howell/Councillor G. Blackwood**  
Resolve that the Agenda be adopted as amended.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor D. Day  
Councillor D. Howell Councillor G. Blackwood  
Councillor M. Wheaton

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Committees**

**Finance:** **OH&S/WHSCC Compliance**  
**Motion-4137-17-Councillor D. Howell/Councillor S. Budgell**  
Resolve to check Colleges for a Safety Officer Student Work Term to develop the OH&S/WHSCC Manual to meet compliance. If not successful, the position will be posted.

In favour: Mayor Howell Deputy Mayor Peddle

Councillor S. Budgell  
Councillor D. Howell  
Councillor M. Wheaton

Councillor D. Day  
Councillor G. Blackwood

Opposed: 0

Abstaining: 0

**Motion Carried.**

Further to the above motion, it was agreed to review and evaluate after 1 month and that the rate of pay would be negotiable.

**Finance:**

**Capital Works Application 2017-2018**

A letter was received and read from Municipal Affairs stating that our 2017-2018 Capital Works Application (Phase 3 of the Water/Sewer Project) was not approved.

**Public Works:**

**Water Report**

Satisfactory.

**W/S Project**

**Motion-4138-17-Councillor G. Blackwood/Councillor M. Wheaton**

Resolve that the connection of 284 Main Street to the Sewer (originally planned for Phase 1) would be approved for this Phase as per request from Engineer.

In Favour: Mayor Howell  
Councillor S. Budgell  
Councillor D. Howell  
Councillor M. Wheaton

Deputy Mayor Peddle  
Councillor D. Day  
Councillor G. Blackwood

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Motion-4139-17-Deputy Mayor Peddle/Councillor D. Day**

Resolve to accept the Request for Exemption to the Sewer Tax for the 3 houses (171, 173 and 175 Main Street) already deemed not feasible by the Engineer. Going forward, any request for Exemption must be made in writing and will be assessed individually.

In Favour: Mayor Howell  
Councillor S. Budgell  
Councillor D. Howell

Deputy Mayor Peddle  
Councillor D. Day  
Councillor G. Blackwood

Opposed: 1 - Councillor M. Wheaton

Abstaining: 0

**Motion Carried.**

**Screens @ Pond**

Pictures and reports of the cleaning of the Screens at the Pond on September 12<sup>th</sup> and October 5<sup>th</sup> were presented to and reviewed by members.

It was agreed to check prices on new screens and bring results back to the next meeting for further discussion.

**Public Works:**

**Chlorine Readings Sept.**

The Chlorine Readings for September were presented to and reviewed by members and found to be consistent and within guidelines.

**Monthly Water Usage/Flow Data**

The monthly water usage for September was 160,849 gal/day.

**Fall Clean up**

Fall Clean-up will be scheduled during the week of October 23 – 27, 2017. Notices will be mailed to homeowners.

**Line Flushing**

**Motion-4140-17-Councillor G. Blackwood/Councillor D. Day**

Resolve to Pig Lines during the week of Oct. 30 – Nov. 3, 2017.

In favour: Mayor Howell Councillor S. Budgell  
Councillor D. Day Councillor G. Blackwood  
Councillor D. Howell Councillor M. Wheaton

Opposed: 1 – Deputy Mayor Peddle

Abstaining: 0

**Motion Carried.**

Members were informed by the Clerk/Manager that the Water Resource Trainer and Town Engineer had both recommended to the previous council not to pig lines due to the age and size of our existing lines.

**Street Light (Added to Agenda)**

Members were informed the Street Light by 69 Main Street is out.

**Fire Dept:**

**2017 Fire Protection Financial Application**

A letter was received from Fire and Emergency Services stating that our application for funding from the Provincial Fire Protection Financial Assistance Program for 2017-2018 was not approved.

**Fire Call – School**

*Councillor M. Wheaton declared a potential Conflict of Interest and left the meeting at 9:45 p.m.* A letter was read from the School Council regarding the smoking area between the ball field and playground being used as a hangout and there have been several fire calls to the area. They have asked the town look into the matter and that a full investigation be completed. Further research is required and the results will be brought back to the next meeting to which members of the School Council will be invited as per their request. *Councillor M. Wheaton returned to the meeting at 10:00 p.m.*

**Accounts  
Payable:**



NL Power	\$1,744.85 – Hydro – Street Light (paid)
NL Power	\$ 100.38 – Hydro – Fire Hall (Paid)
NL Power	\$ 115.10 – Hydro – Mun Bldg. (Paid)
NL Power	\$ 32.94 – Hydro –Chlor Cham (Paid)
NL Power	\$ 121.29 – Hydro – Booster St (Paid)
NL Power	\$ 38.39 – Hydro – Garage (Paid)
CNWM	\$2,352.80 – Tipping Fees (August)
Central Office Equipment	\$ 121.36 – Office Supplies
Bell Aliant	\$ 76.70 – Phone – Fire Dept.
Bell Aliant	\$ 242.86 – Phone/Fax/Internet-Office
Bell Mobility	\$ 36.45 – Phone – Cell
Gander Bay Building Supplies	\$ 317.26 – Sonotubes-Picnic Area
Computer Shack	\$ 597.94 – Toners – Printer
Tulk’s Home Hardware	\$ 192.84 – Garage Supplies
G & M Services	\$ 307.00 – Gas – Town
Receiver General for Canada	\$2,890.00 – Payroll Remittance
CIBC Mellon	\$ 496.18 – Pension Premiums
TRIO	\$ 354.50 – Health Premiums (August)
NAPE	\$ 75.90 – Union Dues
CNWM	\$1,882.20 – Tipping Fees (Sept.)
CNWM	\$2,161.52 – Curbside Fees (Sept.)
TRIO	\$ 354.50 – Health Premiums (Oct.)
Municipal Assessment Agency	\$3,311.00 – 4 <sup>th</sup> Quarter Assess. Fees

**Motion-4141-17-Deputy Mayor Peddle/Councillor G. Blackwood**

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

In Favour:	Mayor Howell	Deputy Mayor Peddle
	Councillor S. Budgell	Councillor D. Day
	Councillor D. Howell	Councillor G. Blackwood
	Councillor M. Wheaton	

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Correspondence**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
MHA Derrick Bragg	Meet and Greet Oct. 26	Inform TCM if attending
MAA	Call for Nomination	Info Only
Churence Rogers	Liberal Nomination	Info Only

**Members**

**Business: Councillor Orientation**

Two Councillor Orientation sessions are scheduled as follows:

November 15<sup>th</sup> – Wednesday - Gander – 9 a.m. to 4:30 p.m.

November 25<sup>th</sup> – Saturday – Grand Falls Windsor – 9 a.m. to 4:30 p.m.

Mayor Howell, Deputy Mayor Peddle, Councillor D. Howell, Councillor D. Day, Councillor S. Budgell, Councillor G. Blackwood and Clerk/Manager D. Goodyear have all agreed to attend the November 25<sup>th</sup> session in Grand Falls-Windsor and will be registered. Councillor M. Wheaton will inform TCM which session he is available to attend within the next couple of days.

### **Committees**

The following Committees were set up by volunteer of members.

#### **Finance**

Deputy Mayor Peddle  
Councillor M. Wheaton

#### **Public Works**

Councillor G. Blackwood  
Councillor M. Wheaton  
Councillor D. Day

#### **Fire Department**

Councillor S. Budgell  
Councillor M. Wheaton

#### **Recreation**

Councillor D. Howell  
Councillor G. Blackwood

#### **Habitat**

Councillor D. Howell  
Deputy Mayor Peddle

#### **Economic Development**

Councillor D. Day  
Councillor S. Budgell

Mayor Howell is ex-officio member on all Committees.

### **Signing Authorities for the Town:**

- Mayor Howell
- Deputy Mayor Peddle
- Councillor M. Wheaton

### **SAM Convention (Designate)**

The SAM Representative for Council to attend the SAM Conference in Grand Falls-Windsor on October 20<sup>th</sup> and 21<sup>st</sup>, 2017 is Councillor D. Howell. Clerk/Manager D. Goodyear will also attend this Conference.

### **Members**

#### **Business:**

#### **CNWM Representative**

Mayor Howell accepted the nomination to be the CNWM Representative on behalf of the Town.

#### **MNL Convention**

The MNL Convention is scheduled in Corner Brook for November 2 – 4, 2017. Mayor Howell and Councillor D. Howell agreed to attend on behalf of Council. Any other member available to attend can notify the office within the next couple of days to get registered.

### **Adjournment:**

#### **Motion-4142-17-Deputy Mayor Peddle/Councillor D. Howell**

Resolve that Council do now adjourn to tentatively meet again on Monday, October 23<sup>rd</sup>, 2017 at 7:30 p.m.

In Favour: Mayor Howell  
Councillor S. Budgell  
Councillor D. Howell  
Councillor M. Wheaton

Deputy Mayor Peddle  
Councillor D. Day  
Councillor G. Blackwood

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 10:50 p.m.