

Thursday, May 17th, 2018

Minutes of the Regular Public Meeting of Council held on Thursday, May 17th, 2018 in Council Chambers.

Attendees: Mayor Keith Howell (Chair)
Deputy Mayor Marlene Peddle
Councillor Gordon Blackwood
Councillor Dale Howell
Clerk/Manager Dianne Goodyear

Guest: Corporal Mark Bishop
Constable Alana Grossutte

Absent: Councillor Shawn Budgell
Councillor Dwight Day
Councillor Michael Wheaton

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

Agenda: **Motion-4250-18-Councillor G. Blackwood/Deputy Mayor Peddle**
Resolve that the Agenda be adopted as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried.

MIN0918: Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of April 30th, 2018 which had been circulated to all members.

Motion-4251-18-Councillor D. Howell/Councillor G. Blackwood

Resolve that the Minutes of the Regular Public Council Meeting of April 30th, 2018 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

MIN1018:

Mayor Howell asked if there were any errors or omissions to the Minutes of the Special Public Council Meeting of May 7th, 2018 which had been circulated to all members.

Motion-4252-18-Councillor D. Howell/Councillor G. Blackwood

Resolve that the Minutes of the Special Public Council Meeting of May 7th, 2018 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Guest:

Corporal Mark Bishop and Constable Alana Grossutte

Quads/Bikes (moved from Business Arising)

Corporal Bishop and Constable Grossutte were invited to the meeting to discuss concerns with Quads and Dirt Bikes on the Roads. An agreement was reached that the law would be followed meaning zero tolerance of Quads/Dirt Bikes on the roads but the provision to cross the road would remain intact. RCMP will allow a week to inform riders before implementation.

Damage to Signs-Interpretation Center (moved-Members Business)

During the past week three signs at the Interpretation Center were damaged with spray paint (Graffiti). Pictures were previously given to Corporal Bishop and were circulated to members. It is unknown at this point if the signs can be repaired and they are costly to replace. Corporal Bishop advised the RCMP will patrol the area more frequently in the future.

Complaint - Smoking Area @ School (moved – Members Business)

Complaints were received regarding Drug Paraphernalia and Garbage at the smoking area by the School. There have also been numerous fire calls to this area, the most recent last night. Members addressed their concerns with safety on this issue. Corporal Bishop advised RCMP Members will patrol this area more frequently as well.

Mayor Howell thanked Corporal Bishop and Constable Grossutte for attending and addressing our concerns.

Corporal Bishop and Constable Grossutte left the meeting at 8:00 p.m.

Business

Arising:

Delinquent Account

Motion-4253-18-Councillor D. Howell/Deputy Mayor Peddle

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

Discussion

Motion-4254-18-Councillor D. Howell/Deputy Mayor Peddle

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

Motion-4255-18-Councillor D. Howell/Councillor G. Blackwood

Resolve to accept the proposal as presented. Agreement to be signed and adhered to and water will be turned on.

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

Opposed: 0

Abstaining: 0

Motion Carried.

OH&S Committee Members

This item is tabled to next meeting as recommendations from Fire Chief White have not yet been received.

Kittiwake Advisory Committee

This item is tabled to next meeting as Councillor interested and checking into was not in attendance.

Business

Arising:

Summer Student Approval

Town has been approved to hire 1 student for 7 weeks at 35 hours a week.

Land Sales

Motion-4256-18-Councillor D. Howell/Councillor G. Blackwood

Resolve to proceed through Stewart McKelvey with the Deed and subsequent sale of the property at 68 – 88 Noggin Cove Road.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Committees

Finance:

Collections Report

The Collections Report up to April 30th, 2018 was presented to and reviewed by members.

Statute of Limitations

Motion-4257-18-Councillor D. Howell/Councillor G. Blackwood

Resolve that accounts be adjusted according to the Statute of Limitations.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Fire Dept. Phone App Renewal

Motion-4258-18-Councillor D. Howell/Councillor M. Peddle

Resolve to renew the Fire Department Phone App at \$758.40 payable in US Dollars as presented.

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

Opposed: 0
Abstaining: 0

Motion Carried.

Public Works: Water Report

Not received from Government Services

Inspections

This item is tabled to the next meeting as Councillor presenting the Inspection information was not in attendance.

Water/Sewer Update

An amendment to extend our existing Water and Sewer Project was received from the Minister of Municipal Affairs and Environment to allow the extension of 82 m of sewermain and 88 m of watermain as requested.

Monthly Usage/Flow Data

Average usage for the month of April was 187,960 l/day.

Chlorine Readings April

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

Waterline Leaks

Two waterline leaks were discussed. Further research is required on both and the results will be brought back to the next meeting for further discussion.

Tarp for Sander

Regular Tarps do not hold up in the wind. Further research is required regarding stronger tarps to cover the Sander when not in use. Results will be brought back to next meeting for further discussion.

Clean-up week

Clean-up week is scheduled for May 28th – June 1st. The clean-up week schedule and regulations will be mailed to residents.

Property/Car Wrecks

Complaints were received regarding property in disrepair and car wrecks located on properties in town. Further research is required regarding ownership of the property and car wreck removal opportunities. Results will be brought back to next meeting for further discussion.

Fire Dept:

Hose repair – ends changed

Members were informed that the Fire Department has 8 lengths of hose that the ends need to be changed out. Price of new hose is \$595 for 2-1/2” compared to \$75-\$80 for repair and price for 1-1/2” is \$360 compared to \$50-\$60 for repair. Research is required regarding the cost of shipping out/back or deliver/pickup by town. Results will be brought back to the next meeting for further discussion.

Accounts

Payable:

Receiver General for Canada	\$3,382.20 – Payroll Remit. (Paid)
NAPE	\$ 77.26 – U. Dues (Paid)
CIBC Mellon	\$ 430.86 – Pension Prem. (Paid)
CNWM	\$1,897.04 – Tipping Fees April
CNWM	\$2,161.52 – Curbside Collection Fees
H. Wareham & Sons Limited	\$1,150.00 – Sewer Jet Rental
Tulk’s Home Hardware	\$ 107.14 – Garage/Janitorial
Kelly Ford	\$ 226.81 – Fire Van Springs
Bell Aliant	\$ 76.70 – Phone – Fire Hall
TRIO	\$ 272.02 – Health Premiums May
Rockwater	\$1,482.12 – Chlorine
Bell Mobility	\$ 36.45 – Phone – Cell
Stewart McKelvey	\$ 261.63 – Legal
Smithy’s Road Service Ltd.	\$ 619.68 – Pumper Insp/Repairs
Central Office Equipment	\$ 55.06 – Office Supplies
Pennell’s Service Station	\$ 73.31 – Fire Van Trans Fluid/Seal
Carmanville Value Grocer	\$ 10.77 – Kitchen Supplies

Motion-4259-18-Councillor G. Blackwood/Deputy Mayor Peddle

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

Correspondence:

From	Regarding	Action
Office of Senator	National Health & Fitness Day	Info only
Municipal Affairs	Recreational Cannabis Production	Info only

New Business: Shed Permit

The request to build a shed size 20' x 30' at 315 Main Street South was approved as per policy and the Town Accessory Building Permit Regulations provided.

Members

Business: Request for Proposals re LED light bulbs

Members were in agreement to pass this information to the Recreation Committee for their consideration.

SAM Conference

Deputy Mayor Peddle and Councillor Dale Howell will attend the SAM Conference in Stephenville Crossing on May 25th and 26th on behalf of the town.

Adjournment: Motion-4260-18-Councillor D. Howell/Councillor G. Blackwood

Resolve that Council do now adjourn to meet again on Monday, June 4th, 2018 at 7:30 p.m.

Meeting adjourned at 9:40 p.m.

Monday, May 7th, 2018

Minutes of the Special Public Meeting of Council held on Monday, May 7th, 2018 in Council Chambers

Attendees: Mayor Keith Howell (Chair)
Deputy Mayor Marlene Peddle
Councillor Dwight Day
Councillor Michael Wheaton
Councillor Gordon Blackwood

Councillor Dale Howell
Clerk/Manager Dianne Goodyear

Guest: Safety Coordinator Hayward Morgan

Absent: Councillor Shawn Budgell

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

This meeting was called to allow the Safety Coordinator, Hayward Morgan, the opportunity to present his final report and answer any questions regarding the new Town OH&S Program he has completed to make the town compliant.

Following a slide presentation the OH&S Program was presented to Council in detail covering the following topics:

- Health and Safety Policy Statement
- Early & Safe Return to Work Policy Statement
- Early & Safe Return to Work Program
- Respectful Workplace Policy and Procedures
- Daily Safety Meeting Recording Form
- JHA Safety Cards for Task Assessment
- Spill Reporting Form
- Workplace Inspection Form
- Citizen Complaint Policy
- Code of Ethics and Harassment Policy
- Formal Harassment Complaint Form
- Informal Complaint Form
- Formal Complaint Form
- Site Specific SOP with the Dept. of Transportation and Works
- OH&S Committee Structure
- Safe Operating Procedures (Ongoing)
- Task Assessment
- Town Policy Visual Structure Flow Chart

Motion-4247-18-Councillor Gordon Blackwood/Councillor Michael Wheaton

Resolve to adopt the Town of Carmanville OH&S Program as presented and outlined above.

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

Opposed: 0

Abstaining: 0

Motion Carried.

All aspects of the OH&S Program are to be implemented immediately. Members were in agreement to have the Safety Coordinator train the Town Manager and both Outside Workers over the next couple of days. Further that a Student/New Hire orientation package would be compiled and ready for implementation within the next couple of days.

Motion-4249-18-Councillor D. Howell/Councillor G. Blackwood

Resolve that the meeting be adjourned.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:05 p.m.