

## Monday, September 24<sup>th</sup>, 2018

Minutes of the Regular Public Meeting of Council held on Monday, September 24<sup>th</sup>, 2018 in Council Chambers.

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

**Guest:** Glen Parsons

**Absent:** Councillor Gordon Blackwood  
Councillor Dwight Day (Leave of Absence)

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

**Agenda:** **Motion-4326-18-Councillor S. Budgell/Councillor M. Wheaton**  
Resolve that the Agenda be adopted as presented.

In favour: Mayor Howell Deputy Mayor Peddle  
Councillor S. Budgell Councillor M. Wheaton  
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 Public Council Meeting of September 10<sup>th</sup>, 2018 which had been circulated to all members.

**Motion-4327-18-Councillor M. Wheaton/Councillor S. Budgell**

Resolve that the Minutes of the Public Council Meeting of September 10<sup>th</sup>, 2018 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Minutes:** Minutes of the Special Privileged Council Meeting of September 14<sup>th</sup>, 2018 were tabled to next meeting as there were not enough members in attendance from that meeting to adopt the minutes.

**Guests:** **1. Willie Goodyear** (Recovery Fees) – Did Not Show

**2. Glen Parsons (Assmt/Property Tax)**

Mayor Howell welcomed Mr. Parsons to the meeting. Mr. Parsons has concerns regarding his property assessment due to the fact that there are no water or sewer services to his property. He requested Council to contact the Municipal Assessment Agency to get the property reassessed due to the lack of services in that area.

**Motion-4328-18-Councillor S. Budgell/Councillor M. Wheaton**

Resolve that the Clerk/Manager write the Municipal Assessment Agency stating that there is no water or sewer service to this residence now or in future plans. Further to request an in-house reassessment with the home owner present within the next 6 to 8 weeks.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Business Arising:**

**Playground Update**

The assessment and insurance coverage is still not provided. Clerk/Manager was instructed to contact the Contractor and advise that this information and all other relevant documentation must be provided to Council by Friday, September 28<sup>th</sup>, 2018.

**Chlorination Upgrade**

**Motion-4329-18-Deputy Mayor Peddle/Councillor D. Howell**

Resolve to approach Gas Tax Secretariat to use our Gas Tax Funding for an upgrade of the Water System at the Chlorination Chambers as per the estimate of \$51,175 provided.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Leak @ 302 Main Street**

The outside workers checked the property at 302 Main Street and reported there are no water leaks on this property. The water in the ditch is coming from the weeping tile at the neighbor’s residence.

**Valve Replacement**

Members were informed that the Shut Off Valve to Noggin Cove Road needs to be replaced. Members were in agreement to check with the Town Engineer for a solution to this problem.

**Gate – Pond/Chlorination**

Clerk/Manager asked for clarification on the gate location. Members were in agreement that there is no gate going to the Chlorination Chambers. The previous information regarding the gate and the fencing was meant for the Pond area.

**Loader – Windshield**

Replacement of the Back Windshield in the Loader was discussed by members. More research is required regarding cost and suppliers. Results will be brought back to a future meeting for further discussion.

**Committees**

**Public Works:**

**Fall Clean-up**

Fall clean-up is scheduled for October 1<sup>st</sup> to 5<sup>th</sup>, 2018. Ditches will be cleaned at the same time. Notices will be mailed including the schedule and regulations to all homeowners.

**Public Works:**

**Water Leak Noggin Cove Road**

**Motion-4330-18-Councillor D. Howell/Councillor M. Wheaton**

Resolve that the town is responsible for waterline repairs across from 27 Noggin Cove Road.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**ACWWA – Lift Station Training**

**Motion-4331-18-Deputy Mayor Peddle/Councillor D. Howell**

Resolve to schedule both Outside Workers for the Lift Station and Force Main Training in Gander on October 18<sup>th</sup>, 2018.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Fire Dept:**

**Fewers Dispatch Center**

Fire Department's enquiry to use Fewer's Ambulance Dispatch Center was presented to council for their information.

**Incident Report – FD Pickup Mirror**

An incident report regarding a broken mirror on the Fire Dept. Pickup was presented to members. Clerk/Manager was instructed to write the Fire Chief asking him to find out how and when the mirror got broken. Further to research the cost of glass replacement for the mirror. Results will be brought back to next meeting for further discussion.

**Accounts**

**Payable:**

|                          |                                     |
|--------------------------|-------------------------------------|
| TRIO                     | \$272.02 – Health Premiums          |
| Central Office Equipment | \$ 91.21 – Office Supplies          |
| Dooley’s Trucking        | \$ 60.61 – Courier Charges          |
| NL Power                 | \$ 44.17 – Hydro – Garage           |
| NL Power                 | \$ 48.25 – Hydro – Chlor. Chambers  |
| NL Power                 | \$121.22 – Hydro – Mun. Bldg.       |
| NL Power                 | \$118.94 – Hydro – Booster Stn.     |
| NL Power                 | \$100.66 – Hydro – Fire Hall        |
| NL Power                 | \$ 32.80 – Hydro – Lift Station     |
| Carmanville Value Grocer | \$ 31.95 – Kitchen/Janitorial Items |
| Cal Legrow/Baine Johnson | \$ 56.35 – Insurance – Quad         |

**Motion-4332-18-Councillor M. Wheaton/Deputy Mayor Peddle**

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

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

Opposed: 0  
 Abstaining: 0

**Motion Carried.**

**Correspondence**

**From**

Town of Gander

**Regarding**

Air Canada flight cancellation

**Action**

Send letter of Support

**New Business:**

**Garage Permit Request**

Clerk/Manager was instructed to check site and confirm there are no powerlines or waterlines in the location of the proposed garage. Upon confirmation of the above, approval will be given as per Policy and the Town Accessory Building Permit Regulations provided to resident.

**Members**

**Business:**

**MNL – Central Director**

Correspondence for support for the Central Director position was presented to members for their consideration.

**Adjournment:**

**Motion-4333-18-Councillor D. Howell/Councillor S. Budgell**

Resolve that Council do now adjourn to meet again at a date to be determined as the next scheduled meeting falls on a Statutory Holiday.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 9:20 p.m.

## **Monday, September 10<sup>th</sup>, 2018**

Minutes of the Regular Public Meeting of Council held on Monday, September 10<sup>th</sup>, 2018 in Council Chambers.

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

**Absent:** Deputy Mayor Marlene Peddle

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

**Agenda:** **Motion-4308-18-Councillor S. Budgell/Councillor G. Blackwood**  
Resolve that the Agenda be adopted as presented.

In favour: Mayor Howell Councillor S. Budgell  
Councillor D. Day Councillor M. Wheaton  
Councillor G. Blackwood 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 Public Council Meeting of August 13<sup>th</sup>, 2018 which had been circulated to all members.

**Motion-4309-18-Councillor M. Wheaton/Councillor D. Howell**

Resolve that the Minutes of the Public Council Meeting of August 13<sup>th</sup>, 2018 be adopted as circulated.

|            |                         |                       |
|------------|-------------------------|-----------------------|
| In favour: | Mayor Howell            | Councillor S. Budgell |
|            | Councillor D. Day       | Councillor M. Wheaton |
|            | Councillor G. Blackwood | 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 Special Council Meeting of August 27<sup>th</sup>, 2018 which had been circulated to all members.

**Motion-4310-18-Councillor M. Wheaton/Councillor D. Howell**

Resolve that the Minutes of the Special Council Meeting of August 27<sup>th</sup>, 2018 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Business**

**Arising:**

**Town Upgrade List (update)**

Light over door at Chlorination Chambers needs to be replaced. Members were in agreement to purchase the gate and to add chain link fencing along each side of the gate going into the Chlorination Chambers. On the new addition the possibility of water getting under the new door needs to be addressed. Councillor Day will go up with the workers and assess the situation. A piece of siding needs to be replaced on the Town Garage. The work identified at the Pond needs to be done as well. The rest of the work listed in the previous Inspection has been completed.

**Playground (jack hammer)**

Members were in agreement to use the Fire Department cutting saw with concrete cutting blades to break up the concrete on the poles instead of using a jack hammer. Workers are to be reminded to use appropriate PPE including face shields, safety glasses, respiratory masks, safety boots, hard hat, etc. when using the cutting saw.

Members were in agreement to contact the lowest bidder and inform him that September 20<sup>th</sup>, 2018 is the deadline to provide Council with the Certified Blaster, Driller, assessments, insurance and any other applicable documents regarding the Playground Project.

## **Committees**

### **Finance:**

#### **Audit 2017**

#### **Motion-4311-18-Councillor M. Wheaton/Councillor G. Blackwood**

Resolve that the Audited Financial Statements for 2017 be adopted as presented.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

#### **Water Tax Exemption Request**

#### **Motion-4312-18-Councillor D. Howell/Councillor D. Day**

Resolve that the Request for Water Exemption at 48 Main Street be approved as per policy.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

#### **First Aid Instructor Recertification**

#### **Motion-4313-18-Councillor G. Blackwood/Councillor D. Day**

Resolve that the First Aid Instructor Recertification for Fire Chief Nathanael White be approved as requested.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Public Works:**

**Waterline @ Chlorination Chambers**

**Motion-4314-18-Councillor M. Wheaton/Councillor D. Howell**

Resolve to engage the Town Engineer to get estimates for the recommended upgrade to the Chlorination Chambers. Further to check if this project would be eligible under the Gas Tax Funding.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Loader – Incident Report**

The investigation regarding the incident with the Loader is still ongoing. The Clerk/Manager will request detailed statements from both workers in writing. Members were in agreement that an SOP needs to be developed for this particular work and training on Hoisting and Rigging will be checked out by the Clerk/Manager. Results will be brought back to council for further discussion.

**Waterline Leak**

**Motion-4315-18-Councillor M. Wheaton/Councillor D. Howell**

Resolve that effective immediately the policy for disconnection of old waterlines is the waterline will be capped off 35 ft. from the center of the road.

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

Opposed: 0

Abstaining: 0

## **Motion Carried.**

### **Screen Cleaning**

Reports and pictures of the Screen Cleaning on August 30<sup>th</sup> and September 10<sup>th</sup>, 2018 were circulated to and reviewed by members.

## **Public Works:**

### **Monthly Usage/Flow Data**

The average monthly water usage from August 1 – 23, 2018 was 186,075 gal./day.

### **Chlorine Readings**

Chlorine Readings for August 1 – 23, 2018 were presented to members. Readings were within guidelines for the period the chlorinator was working.

### **Complaint**

A complaint was received from a Contractor that he was not asked to provide price quotes for jobs. Members were in agreement that the Clerk/Manager write the Contractor stating that they were sorry for his displeasure but they didn't know he was qualified or capable of doing certain jobs. Further to ask him to provide a list of the type of work he is capable of doing so that in the future he would be notified when jobs come up that he has indicated on his list.

## **Fire Dept:**

### **Damage to private vehicles**

Fire damage to paint on 3 vehicles parked at the Fire Hall while responding to a nearby fire was reported to members and estimates for repair were presented. Members were in agreement for Clerk/Manager to check with FES and the Town Insurance to see if there is any coverage available for these incidents.

### **Fire Hydrant – Mun. Grounds**

Members were in agreement for the location of the Fire Hydrant as per the drawing provided.

### **Incident Report**

An incident report regarding a fire on August 20<sup>th</sup>, 2018 was presented to members.

### **Fire Prevention Week**

Fire Prevention Week is scheduled for October 7 – 13, 2018.

*(Councillor S. Budgell left the meeting @ 9:20 p.m.)*

**Rec. Committee: Application for funding**

**Motion-4316-18-Councillor G. Blackwood/Councillor D. Howell**

Resolve to apply for funding on behalf of the Recreation Committee to resurface the Rink as per their request.

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

Opposed: Councillor D. Day

Abstaining: 0

**Motion Carried.**

It was noted that the bog on the back of the rink needs to be dug up and weeping tile needs to be put around the rink and covered with crush stone prior to the resurfacing of the rink being done. Another option was to raise the floor of the rink and taper it off to prevent water from seeping onto the rink surface.

**Accounts**

**Payable:**

|                             |                                           |
|-----------------------------|-------------------------------------------|
| NL Power                    | \$ 33.81 – Hydro – Garage (Paid)          |
| NL Power                    | \$ 26.02 – Hydro – Chlor. Chambers (Paid) |
| NL Power                    | \$ 105.89 – Hydro – Mun. Bldg. (Paid)     |
| NL Power                    | \$ 131.88 – Hydro – Booster Stn. (Paid)   |
| NL Power                    | \$ 77.65 – Hydro – Fire Hall (Paid)       |
| NL Power                    | \$ 29.84 – Hydro – Lift Stn. (Paid)       |
| Bell Aliant                 | \$ 405.89 – Phone/Fax/Internet (Paid)     |
| Bell Mobility               | \$ 36.45 – Phone – Cell (Paid)            |
| Computer Shack              | \$ 471.45 – Toners (Paid)                 |
| NAPE                        | \$ 96.00 – Union dues (Paid)              |
| Receiver General for Canada | \$3,253.28 – Payroll Remit (Paid)         |
| CIBC Mellon                 | \$ 411.96 – Pension Premiums (Paid)       |
| EMCO                        | \$ 361.79 – W/S Supplies (Paid)           |
| Cal Legrow                  | \$ 457.70 – Insurance Lift Stn. (Paid)    |
| Rockwater                   | \$1,482.12 – Chlorine (Paid)              |
| Lori Mercer                 | \$6,497.50 – Audit (Paid)                 |
| DSI                         | \$ 343.85 – Cheques (Paid)                |

|                          |                                             |
|--------------------------|---------------------------------------------|
| Carmanville Value Grocer | \$ 50.69 – Kitchen/Janitorial (Paid)        |
| NL Power                 | \$1,775.52 – Hydro – Street Lighting (Paid) |
| G & M Services           | \$ 343.14 – Gas – Town (Paid)               |
| Bell Aliant              | \$ 76.70 – Phone – Fire Hall                |
| CNWM                     | \$2,161.52 – Curbside Collection Fees       |
| CNWM                     | \$2,390.74 – Tipping Fees                   |
| Tulk’s Home Hardware     | \$3,509.37 – Chlo – 2890, Mun 247, Gar 157  |

**Motion – 4317-18-Councillor D. Howell/Councillor/M. Wheaton**

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

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**New Business: Roaming animals**

A copy of a written complaint that was brought to the RCMP regarding roaming animals was presented to members.

**Waterline Connection Request**

**Motion-4318-18-Councillor D. Howell/Councillor M. Wheaton**

Resolve that the request to connect to the Town Waterline at 74 Howell’s Avenue be approved as per Policy and the Water & Sewer Regulations.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

**New Business: Water/Sewer Connection Request**

Members were in agreement that measurements need to be taken of the house location at 125 Main Street South on the original permit verses the new location after changing it without permission from council. Once verified, resident will be instructed that the curbstop has to be removed from

under the new construction and the waterline to the current residence has to be rerouted to the new curbstop location at their expense. Further that the request to connect to the waterline and sewer line on the next property is not approved. The curbstop and sewer connection to the new house must be 35 ft. from the main water and main sewer lines along Main Street South.

### **Bridge Permit Request**

Members were in agreement that measurements need to be taken from location of bridge to center of the Road. Permit request will be approved providing the bridge is outside the 33 ft. from center of the road requirement regarding the right of way for Transportation and Works.

## **Members**

### **Business:**

#### **MNL AGM Donation Request**

#### **Motion-4319-18-Councillor D. Howell/Councillor M. Wheaton**

Resolve to donate \$100 towards the MNL AGM as requested.

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

Opposed:      0

Abstaining:    0

#### **Motion Carried.**

### **SAM Conference**

Clerk/Manager will check with Deputy Peddle to see if she is available to attend this conference.

### **Premier's Forum**

A Premier's Forum is scheduled for October 3<sup>rd</sup>, 218 in Gander. Any member wishing to attend is asked to contact the office to get registered.

## **Members**

### **Business:**

#### **Leave of Absence**

*(Councillor D. Day left the meeting at 10:20 p.m. due to a conflict of interest)*

#### **Motion-4320-18-Councillor M. Wheaton/Councillor D. Howell**

Resolve that Councillor Day would be granted a Paid Leave of Absence for the period September 18<sup>th</sup> to December 20, 2018 as per his request.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

*(Councillor D. Day was invited back to the meeting at 10:25 p.m.)*

### **Respectful Workplace Policy**

A copy of The Respectful Workplace Policy adopted by Council on March 26, 2018 was given to each member for their information and retention.

### **Policy**

#### **Motion-4321-18-Councillor D. Howell/Councillor G. Blackwood**

Resolve that effective immediately it will be Policy that nothing will be added to the Agenda at a meeting other than an emergency situation.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

### **Adjournment:**

#### **Motion-4322-18-Councillor G. Blackwood/Councillor D. Howell**

Resolve that Council do now adjourn to meet again on Monday, September 24<sup>th</sup>, 2018 at 7:30 p.m.

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

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 10:30 p.m.