

Monday, May 27th, 2019

Minutes of the Regular Public Meeting of Council held on Monday, May 27th, 2019 in Council Chambers.

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

Guest: Linda Bailet, Chair (Habitat Committee)
Hayward Morgan, Member (Habitat Committee)

Absent: Councillor Shawn Budgell

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

Agenda: **Motion-4370-19-Councillor M. Wheaton/Councillor D. Day**
Resolve that the Agenda be adopted as circulated.

In favour: Mayor Howell 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 Regular Public Meeting of Council held on May 13th, 2019 which had been circulated to all members.

Motion-4371-19-Councillor M. Wheaton/Councillor G. Blackwood

Resolve that the Minutes of the Regular Public Council Meeting of May 13th, 2019 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Guest: **Linda Bailet & Hayward Morgan (Habitat Committee)**

Mayor Howell welcomed Guest Linda Bailet and Hayward Morgan to the meeting and invited them to present their concerns.

(Deputy Mayor Peddle arrived at the meeting at 7:33 p.m.)

Concerns identified by Linda Bailet:

1. Chlorinated water is currently not available at the Interpretation Center. Since the Safety Program was not adopted by Council, the Outside Worker cannot enter the confined space at the Chlorination Chamber to connect the chlorinated water for the Interpretation Center. Hayward Morgan prepared the Safety Program for the town and stated the minimum OH&S requirements were met, the program was developed through communications with OH&S, Municipal Safety Council, and other towns and he is available to address any questions or concerns they may have about the program.
2. Community Garden Extension. Request Council supply fill and labour to extend the Community Garden in the location previously approved by Council.
3. Beach Clean-up is scheduled for June 8th, 2019 from 8:30 a.m. to 10:30 a.m. Council provides gloves and garbage bags. Members were invited to participate in the clean-up or assist with the BBQ following the clean-up.

Linda and Hayward thanked Council for giving them the opportunity to bring their concerns forward. Mayor Howell thanked them both for their presentation. Linda and Hayward left the meeting at 8:20 p.m.

Council's response to the concerns:

1. Beach clean-up – Mayor Howell encouraged members to participate if available.
2. Community Gardens – Town Worker will take soil from back of Fire Hall and use to build up land for garden. Members felt we may have enough fill. Clerk/Manager will then check the price of topsoil and amount required and let members know.
3. Safety Program – Confined Space – Question raised – does the Clerk/Manager require the Confined Space course – will be checked into and result brought back to Council.

Concerns

3 – Safety Program– continued.

Motion-4372-19-Deputy Mayor Peddle/Councillor G. Blackwood

Resolve to adopt the Safety Program as listed below:

- Carmanville Fire Department Membership Application – Rev. 1
- Internal Complaint Policy
- Working Alone – Health and Safety Policy/Program
- Fall Protection – Health and Safety Policy/Program
- Confined Space Entry – Health and Safety Policy/Program
- Confined Space Entry Permit
- Respiratory Protection Program
- De-Energization and Lockout – Health and Safety Policy/Program.

In favour: Mayor Howell
Councillor D. Day

Deputy Mayor Peddle
Councillor M. Wheaton

Councillor G. Blackwood Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

**Business
Arising:**

Community Garden

Topic was addressed above.

Blow downs

Clerk/Manager was asked to contact resident regarding concerns brought forward by the Habitat Committee on cutting and removing blow downs in the area of the Trail. Members were in agreement to have the resident meet with the Habitat Chair for clarification of area no cutting or removing permitted.

Screens

There were discrepancies noted in the details on fabricating the screen frames by the vendors who submitted quotes. Members agreed all vendors should have the same information/specs, etc. to submit a quote. Therefore, it was agreed to call vendors, inform them that our worker would bring the screen frame to them for viewing and request they submit their quote to the town office.

Order Enforcement

Order is currently being complied with.

**Business
Arising:**

Water Complaint

All residents in the area of the water complaint were contacted by the town worker. There were only 2 complaints of smell on the water out of all the residents contacted. The town worker opened the fire hydrant at the end of Main Street South and let it run for a day rather than turning off water to the remainder of town for 4 or 5 hours resulting in a boil order. Clerk/Manager will contact the 2 residents regarding the following potential solutions:

- suggest they hook up a lawn hose and let it run for awhile
- suggest they flush out the hot water tank
- pass on information obtained about fiberglass tubes in the hot water tanks sometimes creates a smell on the water.

Waterline Leak

Members were in agreement that the waterline leak at 352 Main is the responsibility of the homeowner.

Symposium Notes

Conflict of Interest was a hot topic at the MNL Symposium. Members were reminded that if a councillor or relative of the councillor (as defined by the Municipalities Act), have a monetary interest in a topic brought forward at

a council meeting, they must declare their conflict and leave the meeting before any discussion takes place. Further if a previous undeclared conflict of interest is brought forward, it has to be investigated and if found to be a conflict, council has no choice but to vacate the seat of that councillor.

Committees

Finance:

Debit Card

Motion-4373-19-Councillor D. Howell/Councillor M. Wheaton

Resolve to apply for a Debit Card for the Town.

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.

Public Works:

Water Report

Satisfactory.

Gate @ Pond

Pictures of the new gate at the Pond, constructed and installed by the town workers, were presented to members. Workers are to be commended for doing such an excellent job.

Accounts

Payable:

| | |
|-----------------------------|---------------------------------------|
| NL Power | \$ 41.39 – Hydro – Lift Station |
| NL Power | \$ 581.33 – Hydro – Fire Hall |
| NL Power | \$ 197.49 – Hydro – Booster Station |
| NL Power | \$ 342.75 – Hydro – Mun. Bldg. |
| NL Power | \$ 345.20 – Hydro – Garage |
| NL Power | \$ 111.69 – Hydro – Chlor. Chambers |
| G & M Services | \$ 602.04 – Town Gas 440; Diesel 162. |
| Carmanville Value Grocer | \$ 15.77 – Kitchen Supplies |
| K & D Pratt | \$ 276.00 – BA Annual Inspections |
| Receiver General for Canada | \$2,701.11 – Payroll Remittance |
| NAPE | \$ 61.78 – Union Dues |
| CIBC Mellon | \$ 463.82 – Pension Premiums |

Motion-4374-19-Deputy Mayor Peddle/Councillor D. Howell

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

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.

Correspondence:

| From | Regarding | Action |
|---------------------------------|------------------|---------------|
| NL College of Family Physicians | awards | Info only. |

New Business: Shed Permit @ 120 Main St.
The request to build a shed at 120 Main Street was approved as per policy and Town Accessory Building Permit Regulations provided.

New Business: Permit Bridge/Wheelchair Ramp
The permit to build a bridge/wheelchair ramp at 304A Main Street was approved pending approval from Government Services regarding accessibility regulations if applicable.

Members

Business: Clerk/Manager – PMA Convention
Clerk/Manager will attend the PMA Convention in St. John’s on June 5 – 7. Admin. Clerk will cover during her absence.

Adjournment: Motion-4375-19-Councillor D. Howell/Councillor D. Day
Resolve that Council do now adjourn to meet again on Monday, June 10, 2019 at 7:30 p.m.

| | | |
|------------|-------------------------|-----------------------|
| 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 10:03 p.m.

Monday, May 13th, 2019

Minutes of the Regular Public Meeting of Council held on Monday, May 13th, 2019 in Council Chambers.

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

Guest: **Linda Bailet, Chair**
Carmanville Habitat Committee

Absent: Councillor Dwight Day

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

Agenda: **Motion-4362-19-Deputy Mayor Peddle/Councillor S. Budgell**

Resolve that the Agenda be adopted as circulated.

| | | |
|------------|-------------------------|-----------------------|
| In favour: | Mayor Howell | Deputy Mayor Peddle |
| | Councillor S. Budgell | 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 Regular Public Meeting of Council held on Monday, April 29th, 2019 which had been circulated to all members.

Motion-4363-19-Councillor D. Howell/Councillor G. Blackwood

Resolve that the Minutes of the Regular Public Council Meeting of April 29th, 2019 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Guest: **Linda Bailet, Chair – Habitat Committee**

Mayor Howell welcomed Linda Bailet to the meeting and asked her to present her concerns. Linda thanked council for the opportunity to attend and read a letter outlining her concerns (letter will be attached to the Minutes).

Concerns identified:

SAM Meetings – Linda gave an overview of the SAM Organization and Council's commitment to provide representation at SAM Conventions as per the Stewardship Agreement. Linda requested Council consider sending a representative from the Habitat Committee to SAM Conventions if the Council Delegates were unable to attend.

Community Gardens – Linda expressed concerns over the area Council allowed them to expand the gardens due to cost of fill required to level up the land. This item will be reconsidered by Council and Committee members.

Canada Day & Beach Clean-up – Linda informed members of the Habitat involvement and commitment to Canada Day and Beach Clean-up and requested more involvement from Council Members and Staff.

Garbage Pickup at Center – Linda had concerns with garbage in the outside bins at the Center not being picked up on a regular basis - Outside Worker will be asked to include garbage pickup weekly.

Blow-Downs – Linda expressed concerns regarding approval recently given to a resident to pick up blowdowns in the area of the trail as blowdowns are not permitted to be removed from the trail.

Research is required to determine the trail boundaries.

Storage space – Removal – Linda expressed concerns regarding the removal of the storage space previous council had approved. Members advised it was not built to code therefore it was removed.

Bus Shelters with concrete foundations – Linda asked if the 3 bus shelters with concrete foundations on Main Street South were approved by Council. Shelters seem to be in the Transportation and Works right of way. Worker will take pictures to determine next course of action required. Mayor Howell thanked Linda for attending and presenting the topics for Council's consideration.

**Business
Arising:**

FD Tanker/Water Truck

Councillor Wheaton is still working on options available for the tanks and will bring information back when received.

Screens

Tabled to next meeting.

Waterline leaks update

Waterline leak at 292 has been repaired. The leak at 312 will be repaired tomorrow. Permit has been received from Transportation and Works.

Order Deadline

Motion-4364-19-Councillor D. Howell/Councillor S. Budgell

Resolve to initiate a Court Order to have the Removal Order enforced at 113 Main Street.

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

Opposed: 0

Abstaining: 0

Motion Carried.

**Committees
Finance:**

FD Telephone App – Annual Payment

(Penguin Management Inc. \$948.00 -US DOLLARS)

Motion-4365-19-Councillor M. Wheaton/Councillor S. Budgell

Resolve to pay \$948.00 in US Dollars to renew the Fire Department Phone App as presented.

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

Opposed: 0
Abstaining: 0
Motion Carried.

Public Works:

Water Usage/Flow Data

Water Usage log and Flow Data chart was presented to Council for review – water usage for April averaged 145,912 gals/day.

Chlorine Readings

Chlorine Readings for April were presented to Council for review – readings were satisfactory and within guidelines.

Screen Cleaning

Screens were cleaned on May 6th, 2019. Screen Cleaning report and pictures were presented to Council for review.

Water Complaint

A letter complaining of smelly water in the lower end of Main Street South was read to members. Members agreed to have worker flush chlorine through the main waterline on Main Street South, turning off water to Main Street forcing water through hydrant at end of Main Street South to try and rectify the problem. If that doesn't work, check with all residents concerned and with Government Services regarding testing of water.

Waterline Leak

A waterline leak was reported at 352 Main Street. Research is required and results will be brought back to Council for further discussion.

Clean up Week

Clean up week will be scheduled for June 3 – 7, 2019. Schedule and clean-up regulations will be mailed to homeowners as per policy

Fire Dept:

Fund raising- Lottery License

A request was received from the Fire Department to apply for a Lottery License to fund raise for jackets and caps for fire members. Research is required regarding the license and strict controls would have to be in place regarding cash handling, prize location and draw.

(Mayor Howell and Councillor G. Blackwood left the meeting at 9:40 p.m. due to a conflict of interest. Deputy Mayor Peddle took the Chair).

Motion-4366-19-Councillor D. Howell/Councillor M. Wheaton

Resolve that provided the Town can obtain the Lottery License and proper cash handling techniques are in place, the Town will apply for the Lottery License as requested.

In favour: Deputy Mayor Peddle Councillor S. Budgell
Councillor M. Wheaton Councillor D. Howell
Opposed: 0
Abstaining: 0
Motion Carried.

(Mayor Howell and Councillor G. Blackwood were invited back to the Meeting at 9:45 p.m. Mayor Howell resumed Chair).

SCBA Tanks

Motion-4367-19-Councillor S. Budgell/Councillor D. Howell

Resolve to purchase 2 SCBA Honeywell 4500 psi carbon fiber tanks with 30 year certification at the cost of \$2,370.04 (tax included) per tank as per request from Fire Department.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor S. Budgell Councillor M. Wheaton
Councillor G. Blackwood Councillor D. Howell
Opposed: 0
Abstaining: 0
Motion Carried.

Accounts

Payable:

| | |
|---------------------------|---|
| NL Power | \$1,775.52 – Hydro – Street Lighting |
| Bell Aliant | \$ 297.34 – Phone/Fax/Internet – Office |
| Bell Aliant | \$ 76.70 – Phone – Fire Hall |
| Bell Mobility | \$ 36.45 – Phone – Cell |
| Stewart McKelvey | \$ 80.50 – Advice/Order Appeal |
| Rockwater | \$1,482.12 – Chlorine |
| Tulk’s Home Hardware | \$ 277.95 – Ramp/Storage of Blade/Bucket |
| CNWM | \$2,214.00 – Collection Fees |
| CNWM | \$1,619.08 – Tipping Fees |
| Pennell’s Service Station | \$ 323.04 – Brake Kit/Connector – Trailer |
| Pennell’s Service Station | \$ 351.79 – Tires – Utility Trailer |
| Carmanville Value Grocer | \$ 8.04 – Janitorial Supplies |
| TRIO Benefits | \$ 256.14 – Health Premiums May |

Motion-4368-19-Councillor S. Budgell/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 M. Wheaton
Councillor G. Blackwood Councillor D. Howell
Opposed: 0
Abstaining: 0
Motion Carried.

Members

Business:

Symposium Notes

Notes from the MNL Symposium sessions were circulated to all members for their perusal. Discussion will take place at the next meeting.

Adjournment:

Motion-4369-19-Deputy Mayor Peddle/Councillor D. Howell

Resolve that Council do now adjourn to meet again on Monday, May 27, 2019 at 7:30 p.m.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:50 p.m.