

## Wednesday, November 23<sup>rd</sup>, 2022

Minutes of the Regular Public Meeting of Council held on Wednesday, November 23<sup>rd</sup>, 2022 in Council Chambers.

**Attendees:** Mayor Keith Howell (Chair)  
Deputy Mayor Kimberly Blackwood  
Councillor Dale Howell  
Councillor Tony Moyles  
Councillor Mitchell Nippard  
Clerk/Manager Dianne Goodyear

**Absent:** Councillor Gordon Blackwood  
Councillor Hayward Morgan

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

**Agenda:** **Motion-4680-22-Councillor M. Nippard/DM K. Blackwood**  
Resolve that the Agenda be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor T. Moyles  
Councillor M. Nippard

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 November 7<sup>th</sup>, 2022 which had been circulated to all members.

**Motion-4681-22-Councillor M. Nippard/Councillor T. Moyles**

Resolve that the Minutes of the Regular Public Council Meeting of November 7<sup>th</sup>, 2022 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Business  
Arising:**

**MSS Sewer – Meeting w/Residents**

The meeting with residents of Main Street South to discuss concerns with the sewer problems and associated cost was scheduled for November 14, 2022 at the Rec. Center. However, some of the residents wishing to attend the meeting went back to work early and the group did not want to meet without everyone in attendance. They requested the meeting be postponed

and were advised the meeting will probably not happen until after the Christmas season. They were in agreement to wait until the New Year to set up the meeting.

**Snow Clearing/Burphy's Lane**

Members were in agreement that when snow clearing is required to start earlier than 8:00 a.m. the town worker can start work at 7:00 or 7:30 a.m. and finish work after the normal working hours for that day has been reached. The Fire Hall doors and parking space for callouts must be done first (just enough for response in case of a fire call); then a cut would be made at Burphy's Lane to get them out, followed by clearing of Army Road. Burphy's Lane would be fully cleared after Army Road is done and the Fire Hall and Town Parking Lot would be fully cleared after the remaining town roads were done.

**Part time position – Habitat**

Further research is required on this topic and will be brought back for discussion in the New Year.

**Committees**

**Finance:**

**Winter Tires – Town Pickup**

**Motion-4682-22-Councillor D. Howell/Councillor T. Moyles**

Resolve to purchase winter tires for the Town Pickup at Pennell's Service Station which was the lowest quote at \$1181.51 installed and tax included.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Finance:**

**Culvert Extension/Rink Entrance**

A culvert extension is required at the main entrance to the Rink. The culvert extension will be installed at the lower side of the entrance and the upper side of the entrance only needs a retaining wall. This will allow the driveway to be widened as required.

**Assessment Review Commissioner**

Members were in agreement to appoint Sam Winsor as the Assessment Review Commissioner as required by the Municipalities Act.

**Audit**

**Motion-4683-22-Councillor M. Nippard/Councillor D. Howell**

Resolve that the Audit of the Town's Financial Statements for 2021 be adopted as presented.

In favour: Mayor Howell Deputy Mayor Blackwood

Councillor D. Howell   Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Public Works:      Water Report/Boil Advisory Lifted**

The Boil Water Advisory was lifted by Government Services on November 10<sup>th</sup>, 2022.

**Fire Dept:            2023 Budget**

The Fire Department 2023 Budget requirements were presented to and discussed by members for consideration in the Town's 2023 Budget.

**Accounts**

**Payable:**

TRIO Benefits	\$ 331.80 – Health Premiums (Paid)
Phoenix Academy	\$ 50.00 – Donation - Playground (Paid)
West Ridge Construction Ltd.	\$34,149.25 – Concrete work – Rink
Central Precast & Ready Mix	\$33,627.15 – Concrete – supply – Rink
Smithy's Road Service	\$ 410.24 – Air Compressor
Pennell's Service Station	\$ 68.43 – Tire Repair/ FD Van Lights
D & M Services	\$ 345.00 – Class A – W.S. Mtce.
K & D Pratt	\$ 147.86 – BA Servicing
Rockwater	\$ 1,622.88 – Chlorine
Collabria	\$ 1,100.00 – MNL Registration (Paid)
Harty Engineering Consultants	\$ 3,110.18 – Engineering Fees NC Head
Pretty Safe Enterprises	\$ 262.20 – First Aid Training/Certificates
NL Power	\$ 41.79 – Hydro – Lift Station
NL Power	\$ 401.33 – Hydro – Fire Hall
NL Power	\$ 153.69 – Hydro – Booster Station
NL Power	\$ 273.47 – Hydro – Municipal Bldg.
NL Power	\$ 87.27 – Hydro – Chlorination Chamber
NL Power	\$ 50.77 – Hydro – Garage
K & D Pratt	\$ 1,839.71 – Hose/Spanner FD
G & M Services	\$ 624.03 – Gas: 352.03: Diesel: 273.00
Stewart McKelvey	\$ 1,639.35 – Legal Fees/Sale of Properties

**Motion-4684-22-Councillor M. Nippard/Councillor D. Howell**

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

In favour:      Mayor Howell              Deputy Mayor Blackwood  
                    Councillor D. Howell      Councillor T. Moyles  
                    Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Correspondence:**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
Make a Wish	Donation Request	Donation Funds all used up
MAA	Update	Info only.

**Members**

**Business:**

**Christmas Events**

Members were reminded we need the Christmas Tree within the next week for the CEEP workers to decorate. Members were in agreement to request assistance from the Fire Department members to help with the fire pit to roast marshmallows at the Tree Lighting event.

**CEEP**

The deck and wind shelter at the Rec. Center was discussed and members were in agreement that the deck would be 7 ft. x 10 ft.

**Budget 2023 Expenditures**

Capital Works for 2023 were discussed by members and approximate costs given to draft the 2023 Budget.

**Adjournment:**

**Motion-4685-22-Councillor D. Howell/Councillor M. Nippard**

Resolve that Council do now adjourn to meet again on Monday, December 12<sup>th</sup>, 2022 at 7:30 p.m.

In favour:	Mayor Howell	Deputy Mayor Blackwood
	Councillor D. Howell	Councillor T. Moyles
	Councillor M. Nippard	

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 10:30 p.m.

**Monday, November 7<sup>th</sup>, 2022**

Minutes of the Regular Public Meeting of Council held on Monday, November 7<sup>th</sup>, 2022 in Council Chambers.

**Attendees:**

Mayor Keith Howell (Chair)  
Deputy Mayor Kimberly Blackwood  
Councillor Gordon Blackwood  
Councillor Dale Howell  
Councillor Hayward Morgan  
Councillor Tony Moyles  
Councillor Mitchell Nippard

Clerk/Manager Dianne Goodyear

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

**Agenda:** **Motion-4561-22-Deputy Mayor Blackwood/Councillor Blackwood**  
Resolve that the Agenda be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor M. Nippard

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 13<sup>th</sup>, 2022 which had been circulated to all members.

**Motion-4562-22-Councillor D. Howell/Councillor M. Nippard**  
Resolve that the Minutes of the Regular Public Council Meeting of October 13<sup>th</sup>, 2022 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**New Councillor:** Newly elected Councillor Tony Moyles was sworn in and completed the Disclosure Statement as required by the Municipalities Act.

**Business  
Arising:**

**Rink – Concrete work Tender Award**

**Motion-4563-22-Councillor H. Morgan/Councillor M. Nippard**

Resolve that the Tender for the concrete work at the Rink including supply of all labour, carpenter tools, rebar tie-wire tools, concrete finishing tools, leveling equipment and required lighting for finishing concrete be awarded to West Ridge Construction Ltd. in the amount of \$34,149.25 (tax included).

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Rink – Cement Tender Award**

**Motion-4564-22-Councillor Blackwood/Deputy Mayor Blackwood**

Resolve that the Tender for the supply of concrete for the Rink be awarded to Central Precast & Ready Mix at the following prices: Cement @ \$262 per m3; Delivery @ \$100 per load; Pump Truck Travel Time @ \$125 per hour; Pump Truck Pumping time @ \$175 per hour and Pump Truck Extra Man @ \$55 per hour (HST Extra).

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**MSS Sewer – Meeting w/Residents**

The meeting is tentatively scheduled for Nov. 14<sup>th</sup> at the Rec. Center.

**Committees**

**Finance:**

**Community Enhancement Program**

**Motion-4565-22-Councillor G. Blackwood/Councillor M. Nippard**

Resolve to accept the offer of funding for the Community Enhancement Program in the amount of \$15,000 from the Department of Municipal and Provincial Affairs, Employment Support Division. This funding will provide 712 hours of employment and the tentative start date will be November 14<sup>th</sup>, 2022.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Collections Report**

The Collections Report for October was presented to and reviewed by members. Collection of arrears has been steadily progressing.

**Playground – Donation Request**

**Motion-4566-22-Deputy Mayor Blackwood/Councillor D. Howell**

Resolve to donate \$50.00 along with a Keurig that was won for the Town at the MNL Convention to the Playground Silent Auction.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles

Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Public Works:**

**Chlorine Readings**

The Chlorine Readings for the month of October were presented to and reviewed by members. Readings were within the recommended guidelines.

**Public Works:**

**Water Usage & Flow Data**

The Water Usage and Flow Data for the month of October were presented to and reviewed by members. The average water usage was 124,370 gallons per day.

**Screen Cleaning**

The Screen Cleaning Report was presented to and reviewed by members. Screens were cleaned on November 3<sup>rd</sup>, 2022.

**Snow Clearing/Burry's Lane**

A letter regarding the change in snow clearing priorities was presented to and discussed by members. Further research is required and results will be brought back to the next meeting for further review.

**Fire Dept:**

**Deputy Fire Chief Reinstatement**

**Motion-4567-22-Deputy Mayor Blackwood/Councillor D. Howell**

Resolve to approve the request from the Fire Chief to reinstate Craig Boone as Deputy Fire Chief.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Pump Inspection (Privileged)**

**Motion-4568-22-Deputy Mayor Blackwood/Councillor M Nippard**

Resolve to enter into a "Privileged" Session to discuss this topic.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Fire Dept:**

**Pump Inspection (Privileged)**

Discussion

**Motion-4569-22-Councillor G. Blackwood/Councillor H. Morgan**

Resolve that the meeting be returned to an “Open” Session.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

The inspector conducting the Pump Inspection (Pumper) stated that Foam is only available in ports 1, 2 and 4. It is a separate chamber in the manifold on the pump so no chance of contamination on out-ports 3, 5, 6 and 7. In this regard, members were in agreement these ports should be clearly identified. They recommend that a red tag be hung on the foam valves (ports 1, 2 and 4) and a blue tag be hung on the pump valves to be used for drinking water (pumps 3, 5, 6 and 7).

**Portable Pump Inspections**

**Motion-4570-22-Councillor H. Morgan/Deputy Mayor Blackwood**

Resolve to bring the portable pumps to Thomas Coffee Technical Services in Bishop Falls for servicing in January or February as per his recommendation.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Fire Dept:**

**Incident Report (Pumper)**

Two (2) pumper scene lights located under the rear bumper of the Pumper were broken and the aluminum mounting plates were badly bent and needs to be repaired or replaced. The problem is the location of the lights is so low that it is easily damaged when driving over rough terrain. Members suggested other options for the lights such as purchasing small, square LED lights or oval lights which may be mounted on the edge of the back bumper or on the sides. These options will be passed on to the Fire Department for their consideration and input.

**Donation re: Playground**



**Motion-4671-22-Councillor D. Howell/Councillor H. Morgan**

Resolve to approve the Fire Department's request to donate \$250 of their fundraising money towards the Playground Silent Auction.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**S.C. Parade**

The Fire Department have scheduled the Santa Claus Parade for December 10<sup>th</sup>, 2022.

**FES Incident Reports**

Two (2) FES Incident Reports were presented to and reviewed by members.

**Fire Dept:**

**Motion-4672-22-Deputy Mayor Blackwood/Councillor D. Howell**

Resolve that the membership applications for Mark Tackaberry and Ryan Ellsworth to join the Fire Department be approved as presented and recommended by the Fire Chief.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Habitat:**

**Wood Chipper**

**Motion-4573-22-Councillor D. Howell/Councillor H. Morgan**

Resolve that the Town will partner with the Habitat in their effort to secure funds from MMSB to purchase a wood chipper to provide material for the trail surface as the bark supply is diminishing. The Town will front the money for the wood chipper (\$10,000) and be paid back upon receipt of funding from MMSB if their application is approved.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Part time position**

The Town was approached to leverage a part-time position (6 months a year) to keep the center open and potentially find funding sources to help with the expenses of maintaining the center and trail. Further research is required and findings will be brought back for further discussion.

**Habitat:**

**Rails – JCP**

The rails/edging along the trail needs to be replaced. The JCP has approved funding to purchase the rails. Members were in agreement that the Town Maintenance Workers would pick out the rails and deliver them for the workers.

**Accounts**

**Payable:**

Carmanville Public Library	\$ 100.00 – Annual Donation (Paid)
Phoenix Academy	\$ 50.00 – Annual (Scholarship Fund) (Paid)
NL Power	\$ 130.19 – Hydro – Booster Stn. (Paid)
NL Power	\$ 37.49 – Hydro – Garage (Paid)
NL Power	\$ 155.31 – Hydro – Fire Hall (Paid)
NL Power	\$ 175.23 – Hydro – Mun. Bldg. (Paid)
NL Power	\$ 90.31 – Hydro – Chlor. Chamber (Paid)
NL Power	\$ 38.47 – Hydro – Lift Station (Paid)
ANW Construction Limited	\$39,554.25 – Noggin Cove Road Upgrade
Bell Aliant	\$ 313.11 – Phone/Fax/Internet
Bell Aliant	\$ 81.36 – Phone – Fire Hall
Bell Mobility	\$ 51.40 – Phone – Cell
CNWM	\$ 2,133.84 - Tipping Fees
Carmanville Value Grocer	\$ 20.54 – Kitchen Supplies
Central Office Equipment	\$ 219.34 – Office Supplies
Computer Shack Inc.	\$ 712.93 – Toners/Laptop Repair/Upgrade
DSI	\$ 389.85 – Cheques
G & M Services	\$ 2019.80 – Gas: Town: 1167.46: FD 852.34
K & D Pratt	\$ 275.38 – BA Servicing
Modern Printing Group	\$ 79.35 – Election – Ballots
NL Power	\$ 1,817.38 – Hydro – Street Lighting
NAPE	\$ 112.57 – Union Dues
Receiver General for Canada	\$ 4,860.24 – Payroll Remittance
CIBC Mellon	\$ 589.10 – Pension Premiums
Thomas Coffey Technical Services	\$ 3,411.94 – Pump Heater/Pump Inspections
Tulk’s Home Hardware	\$ 61.46 – Janitorial/Garage Supplies
Tulk’s Home Hardware	\$26,643.32 – Rink – Styrofoam
Tulk’s Home Hardware	\$ 7,609.68 – Rink – Rebar

**Accounts**

**Payable:**

**Motion-4574-22-Councillor M. Nippard/Councillor G. Blackwood**

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

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**New Business:**

**Permit re extension to house**

The request for a Permit to build an extension at 79 Main Street was approved as per policy and the Town's Accessory Building Permit Regulations provided.

**Municipal Assessment**

Members were informed by Deputy Mayor Blackwood that the Municipal Assessment Assessors were in the community last week. Members were advised that the Assessors visit the community on a regular basis and submit quarterly assessment reports to the town office.

**Complaint (Privileged)**

**Motion-4575-22-Councillor M. Nippard/Councillor H. Morgan**

Resolve to enter into a "Privileged" Session to discuss this topic.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

Discussion

**Motion-4576-22-Councillor G. Blackwood/Councillor M. Nippard**

Resolve that the meeting be returned to an "Open" Session.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Motion-4577-22-Councillor D. Howell/Councillor H. Morgan**

Resolve that the Town feels the Resident has been more than fairly compensated and the Town will adhere to the Agreement/Waiver that was signed by the Residents and Town Officials on November 18, 2019.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

**Members**

**Business:**

**Bonfire**

The Bonfire hosted by the Fire Department was a huge success and very well attended. The Town provided the wieners and marshmallows. The left over wieners were given to the Habitat Committee for sale at their daily BBQ and the leftover marshmallows will be used during the tree lighting activities.

**Members**

**Business:**

**Christmas Events**

**Motion-4578-22-Councillor D. Howell/Councillor H. Morgan**

Resolve to make a Policy that the Town will cover the cost of supplies for the Loot Bags for the Santa Claus Parade annually.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

Tree Lighting activities and other Christmas Events were suggested and will be brought back to a future meeting for further discussion.

**Adjournment:**

**Motion-4679-22-Deputy Mayor Blackwood/Councillor Blackwood**

Resolve that Council do now adjourn to meet again on Monday, November 21<sup>st</sup>, 2022 at 7:30 p.m.

In favour: Mayor Howell Deputy Mayor Blackwood  
Councillor D. Howell Councillor G. Blackwood  
Councillor H. Morgan Councillor T. Moyles  
Councillor M. Nippard

Opposed: 0

Abstaining: 0

**Motion Carried.**

Meeting adjourned at 10:30 p.m.