

Monday, September 26th, 2022

Minutes of the Regular Public Meeting of Council held on Monday, September 26th, 2022 in Council Chambers.

Attendees: Mayor Keith Howell (Chair)
Deputy Mayor Kimberly Blackwood (Remote Attendance)
Councillor Gordon Blackwood (Remote Attendance)
Councillor Dale Howell
Councillor Hayward Morgan
Councillor Mitchell Nippard
Clerk/Manager Dianne Goodyear

Call to Order: Chair @ 7:20 p.m.

Agenda: **Motion-4546-22-Councillor H. Morgan/Councillor M. Nippard**
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 September 12th, 2022 which had been circulated to all members.

Motion-4547-22-Councillor D. Howell/Councillor H. Morgan

Resolve that the Minutes of the Regular Public Council Meeting of September 12th, 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.

**Business
Arising:**

Rink

Motion-4548-22-Councillor H. Morgan/Councillor M. Nippard

Resolve to install one bench now between the rink entrance and the deck to the green building. Further to wait and have the Town Workers install the second bench at a location to be determined later.

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.

Noggin Cove Head Road

Motion-4549-22-Councillor D. Howell/Councillor H. Morgan

Resolve to proceed with obtaining quotes as per the Engineer’s specs to do the necessary repairs on Noggin Cove Head Road.

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.

Cell Phone Replacement

The Town Worker’s Cell Phone has been replaced at the cost of \$77.00 plus tax/shipping.

Committees

Finance:

Collections Report (August)

The Collections Report for August was presented to and reviewed by members. Collections are progressing at a steady pace.

Public Works:

Water Report

Water Test results from samples taken on September 13th, 2022 by Government Services was satisfactory.

Public Works:

Clean up week (Oct. 17 – 21)

Clean up week has been scheduled for the week of October 17th to 21st, 2022. Notices will be mailed to residents as per policy.

Swab Lines (Oct. 31 – Nov. 2)

Main Waterlines will be swabbed/flushed during October 31st to November 2nd, 2022. Notices will be mailed to residents as per policy.

Ditching & Alder Concerns

Several complaints have been received regarding ditching required throughout the community and alders on Main Street South that is posing a safety hazard. Members were in agreement that a letter be sent to Transportation and Works requesting them to address these issues.

Fire Dept:

Incident Reports

A Fire Incident Report was presented to and reviewed by members. An incident report regarding the pumper air compressor leak was presented to members. The Town Worker is bringing the compressor to Smithy’s for repairs as they supplied and installed the air compressor. An incident report regarding the portable pump unable to pump water was presented to members. The pump has been repaired and is now in operation.

Annual Pump Inspection FD and Pump Heater Compartment

Motion-4550-22-Councillor D. Howell/Councillor G. Blackwood

Resolve to schedule the annual pump inspection and the pump heater compartment replaced as per quotes provided by Central Technical Services.

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.

Accounts

Payable:

Harty Engineering Ltd.	\$10,408.08 – Eng. Fees – Rink (Paid)
Central Precast & Ready Mix	\$ 3,749.00 – Catch Basins –Rink (Paid)
Tulk’s Home Hardware	\$ 1,363.53 – Hot Water Tank, Garage/Janit.
NL Power	\$ 39.02 – Hydro – Garage
NL Power	\$ 80.91 – Hydro – Chlor. Chambers
NL Power	\$ 141.21 – Hydro – Mun. Bldg.
NL Power	\$ 117.74 – Hydro – Booster Station
NL Power	\$ 33.49 – Hydro – Lift Station
NL Power	\$ 171.90 – Hydro – Fire Hall
DASIT Recharging	\$ 489.65 - Annual Insp Fire Extinguishers
Carmanville Valu Grocer	\$ 34.77 – Fruit Basket/FD Member
Pennell’s Service Station	\$ 6.84 – Joiner/Fire Pump
Computer Shack	\$ 471.45 – Printer Toners
G & M Services Ltd.	\$ 738.85 – Town: 411.93/FD 326.92
SteelFab Industries Ltd.	\$ 345.00 – Labor/Delivery re: Rink
Dale Howell	\$ 31.88 – Kitchen Supplies
Bell Aliant	\$ 37.66 – Phone – Cell
CIBC Mellon	\$ 473.02 – Pension Premiums
NAPE	\$ 71.09 – Union Dues
Receiver General for Canada	\$ 3,332.51 – Payroll Remittance

Motion-4551-22-Councillor D. Howell/Councillor H. Morgan

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 M. Nippard

Opposed: 0
 Abstaining: 0
Motion Carried.

Correspondence:

From	Regarding	Action
MAA	Update	Info Only

New Business:

Permit – Gazebo

The request to relocate a Gazebo at 184 Main Street was approved as per the Town’s Accessory Building Permit Regulations provided.

Permit – Shed

The request to build an extension to an existing shed at 119 Noggin Cove Road was approved as per the Town’s Accessory Building Permit Regulations provided.

Members

Business:

MNL Convention

The MNL Convention is scheduled for November 2 – 5, 2022 in Gander. Mayor Howell will receive a 20 year plaque and Councillor Dale Howell will receive a 12 year award. Any member wishing to attend should notify the office to get registered.

Mandatory Training

A list of the mandatory training topics, dates and locations was presented to members. Members wishing to register for the training sessions should notify the office.

Playground

Since the Playground is owned by Phoenix Academy and the Town’s involvement has only been to offer financial assistance in hopes of getting the playground up and running, the Clerk/Manager had a conversation with the new School Principal. She advised they are hoping to form a committee to fundraise for new playground equipment. The former Minister, Tom Osborne, advised the town previously that when new equipment was installed, the remaining equipment could be installed by the same installer. The Clerk/Manager advised the Principal that the town has the pea stone on hand and town workers are available to assist in whatever way they can once the installer is on site. The Principal said she would keep the town informed and notify us if further help is required.

Adjournment:

Motion-4552-22-Councillor D. Howell/Deputy Mayor Blackwood

Resolve that Council do now adjourn to meet again on Monday, October 10th, 2022 or at the Call of the Chair.

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.

Meeting adjourned at 8:15 p.m.

Monday, September 12th, 2022

Minutes of the Regular Public Meeting of Council held on Monday, September 12th, 2022 in Council Chambers.

Attendees:

Mayor Keith Howell (Chair)
Deputy Mayor Kimberly Blackwood
Councillor Gordon Blackwood
Councillor Dale Howell
Councillor Hayward Morgan (Remote Attendance)
Councillor Mitchell Nippard
Clerk/Manager Dianne Goodyear

Call to Order: Chair @ 7:33 p.m.

Agenda: **Motion-4531-22-Councillor G Blackwood/Deputy Mayor Blackwood**
Resolve that the Agenda be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

MIN1422: Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of August 15th, 2022 which had been circulated to all members.

Motion-4532-22-Councillor M. Nippard/Councillor D. Howell

Resolve that the Minutes of the Regular Public Council Meeting of August 15th, 2022 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

MIN1522: Mayor Howell asked if there were any errors or omissions to the Minutes of the Special Public Council Meeting of August 19th, 2022 which had been circulated to all members.

Motion-4533-22-Councillor D. Howell/Councillor M. Nippard

Resolve that the Minutes of the Special Public Council Meeting of August 19th, 2022 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

MIN1622: Mayor Howell asked if there were any errors or omissions to the Minutes of the Special Public Council Meeting of August 26th, 2022 which had been circulated to all members.

Motion-4534-22-Councillor M. Nippard/Councillor G. Blackwood

Resolve that the Minutes of the Special Public Council Meeting of August 26th, 2022 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

**Business
Arising:**

Rink/NC Head

Motion-4535-22-Deputy Mayor Blackwood/Councillor D. Howell

Resolve to proceed with Tender Call as per specifications provided by the Engineer for ground preparation and drainage for the new rink.

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

Opposed: 0

Abstaining: 0

Motion Carried.

**Business
Arising:**

Rink/NC Head

Motion-4536-22-Councillor D. Howell/Deputy Mayor Blackwood

Resolve to apply to Gas Tax Funding to cover the cost of the rink boards and engineering fees as per quote/estimate provided for the new rink.

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

Opposed: 0

Abstaining: 0

Motion Carried.

With regards to Noggin Cove Head road ditching/resurface, the Town Engineer advised to wait until we know how much gravel/fill will be left after the rink groundwork is completed.

Cell Phone Replacement

One quote was presented for the cell phone replacement. More prices will be obtained and brought back to Council for consideration.

New Businesses

Responses were presented to and reviewed by members concerning reports of 2 new businesses operating in the community. Both responses denied operation of a business. Members were in agreement that the Business Tax for both would be removed for 2022 but Council will continue to monitor activity relating to such businesses over the next couple of months and review for 2023.

Chop Saw

The Manufacturer called the Town Office on Sept. 12th and advised that they will reimburse the town for the cost of the Chop Saw purchased at Kent that could not be returned to the store but had to be shipped to the US at our expense. Manufacturer will be contacted and asked to respond in writing with regards to what they want done with the chop saw. In the meantime, we will hold the saw and dispose of it properly upon instruction from the manufacturer.

**Committees
Finance:**

Resignation/By-Election

Notice of resignation was received from Councillor Shawn Budgell effective September 7th, 2022.

Motion-4537-22-Deputy Mayor Blackwood/Councillor G Blackwood

Resolve that the date for a By-Election to fill the vacant Councillor Position will be November 1st, 2022

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

Opposed: 0

Abstaining: 0

Motion Carried.

Motion-4538-22-Councillor G. Blackwood/Councillor M. Nippard

Resolve to appoint Phyllis Collins as the Alternate Returning Officer.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Public Works:

Water Resources Water Reports

Water test results from water samples taken by the Water Resource Management were satisfactory and well within the recommended guidelines. THM's were 86.50 and the HAA's were 70.50.

Screen Cleaning

The screens were cleaned on August 2nd, 2022. The report and pictures were presented to and reviewed by members.

Chlorine Readings

Chlorine readings for the month of August were presented to and reviewed by members. Readings were all within the recommended guidelines.

Public Works:

Water Usage & Flow Data

The water usage and flow data reports for the month of August were presented to and reviewed by members. The average water usage was 131,781 gallons per day.

Fire Dept:

Fire Prevention Week

Fire Prevention Week is scheduled for October 9 – 15, 2022. Information regarding activities that could be offered during the week was passed onto the Fire Department.

Incident re Well (Privileged)

Motion-4539-22-Councillor D. Howell/Councillor M. Nippard

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

Discussion

Motion-4540-22-Councillor D. Howell/Deputy Mayor Blackwood

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

The possibility of the pump malfunctioning will be investigated as well as any required training and SOP that needs to be developed. Results will be brought back to a future meeting for further discussion.

Recreation:

Liaison

Deputy Mayor Blackwood will assume the Recreation Committee Liaison position.

CEEP Application (Ballfield)

The Employment Support Division of Municipal and Provincial Affairs advised that topsoil and seed are not eligible expenses under the Community Enhancement Program as stated on our application for the ballfield upgrade. Members were in agreement to inform the Rec. Committee and approach them to see if they are willing to cover the cost of the topsoil and seed for the ballfield. The remaining work will be completed under the CEEP if approved.

Accounts

Payable:

NL Power	\$ 30.72 – Hydro – Lift Station (Paid)
NL Power	\$ 171.90 – Hydro – Fire Hall (Paid)
NL Power	\$ 123.27 – Hydro – Booster Stn. (Paid)
NL Power	\$ 127.25 - Hydro – Mun. Bldg. (Paid)
NL Power	\$ 42.48 – Hydro – Chlor. Chambers (Paid)
NL Power	\$ 35.97 – Hydro – Garage (Paid)
Bell Mobility	\$ 36.45 – Phone – Cell (Paid)
CIBC Mellon	\$ 473.54 – Pension Premiums (Paid)
NAPE	\$ 80.03 – Union Dues (Paid)
Receiver General for Canada	\$ 3,628.37 – Payroll Remittance (Paid)
Bell Aliant	\$ 307.92 – Phone/Fax/Internet
Bell Aliant	\$ 81.36 – Phone – Fire Hall
Cal Legrow	\$ 175.00 – Insurance Quad
Carmanville Value Grocer	\$ 11.90 – Kitchen Supplies
Carmanville Value Grocer	\$ 30.88 – Students Appreciation
Carmanville Value Grocer	\$ 7.78 – Kitchen Supplies
CNWM	\$ 2,200.48 – Tipping Fees
Collabria Visa	\$ 102.34 – Students Appreciation
G & M Services	\$ 1,040.66 – Town: 740: FD 300
Pennell’s Service Station	\$ 34.50 – Tire Repairs (Town P/U & Trailer)
Dooley’s Trucking	\$ 285.56 – FD Service Equip (Courier Charges)

NL Power	\$ 1,805.96 – Hydro – Street Lighting
Rockwater	\$ 1,622.88 – Chlorine
Rockwater	\$ 161.81 – Eyewash Solution (Refills)
Toromont Cat	\$ 75.00 – Switch
TRIO	\$ 331.80 – Health Premiums
Central Office Equipment	\$ 90.74 – Office Supplies

Motion-4541-22-Deputy Mayor Blackwood/Councillor G Blackwood

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

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

Opposed: 0

Abstaining: 0

Motion Carried.

New Business: Permit -Extension to Store

The request to build an extension at 29 – 33 Main Street was approved as per the Town’s Accessory Building Permit Regulations.

Permit – Shed

The request to build a shed at 111 Main Street South was approved as per the Town’s Accessory Building Permit Regulations.

Permit – Bus Shelter

The request to build a bus shelter across from 89 Main Street South was discussed by members. Members were in agreement that provided the resident obtained permission from the Department of Transportation and Works, a permit would be approved as per the Town’s Accessory Building Permit Regulations.

New Businesses

Council was informed by the owner that he has set up a new company registered as Northeast Electrical and Renovations Ltd.

New Business: New Business – Northeast Electrical and Renovations Ltd.

Motion-4542-22-Councillor G. Blackwood/Councillor M. Nippard

Resolve that this new business would be charged the Minimum Business Tax.

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

Opposed: 0

Abstaining: 0

Motion Carried.

New Business – Val’s Takeout

A request for a business license to operate part time in the community was received from the owner. Further research is required and the results will be brought back to Council for further discussion and consideration during Budget preparation for 2023.

Workplace Violence Prevention Policy

Motion-4543-22-Deputy Mayor Blackwood/Councillor D. Howell

Resolve that the Workplace Violence Prevention Policy and Procedures be adopted as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Harassment Prevention Policy

Motion-4544-22-Councillor M. Nippard/Councillor G. Blackwood

Resolve that the Harassment Prevention Plan for the Town of Carmanville be adopted as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Members

Business:

SAM Fall Meeting

The SAM Fall Meeting is scheduled for October 14th and 15th, 2022 in New-Wes-Valley. Clerk/Manager request to attend this meeting was approved by members. Councillor M. Nippard will advise if he can attend as well.

Municipal Conduct Act

The Municipal Conduct Act was in effect September 1st, 2022. Municipalities are responsible for creating their own codes of conduct for council and administration. The codes of conduct must be in place by March 1, 2022.

Adjournment:

Motion-4545-22-Deputy Mayor Blackwood/Councillor G Blackwood

Resolve that Council do now adjourn to meet again on Monday, September 26th, 2022 at 7:30 p.m.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:20 p.m.