

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
November 17, 2016***

In Attendance

Mayor Gary Keating

Councillor William Murphy

Deputy Mayor Kevin McDonald

Councillor Felix Bailey

Councillor Lydia Burke

Councillor Norma Keating

Councillor Patricia Burke

Also in Attendance: Town Manager, Juanita Gosse

Meeting with Eastern Composite

Meeting to discuss the development plan for 542 Long Harbour Road. Eastern Composite plans to consolidate all shop and field services to this location. The building is currently used as a warehouse; however, Eastern Composite is in the process of an environmental assessment to move their existing facilities, fiberglass, rubber lining and anode R&D, from Argentia to this site in Long Harbour. In addition, Eastern Composite is planning to install a batch process as part of a 2-year research program with focus on anode services.

Eastern Composite gave a full presentation on their current activities and future development plans for the Long Harbour site. As part of this process, they have reached out to our Fire Department to develop a fire protection plan and to ensure our fire department is aware of the future activities planned for this site and to ensure our fire department has the necessary training required to respond to a fire at the site.

Eastern Composite also plans to discuss fire protection with Vale as Vale's Fire & Emergency Team supports the town.

Deputy Mayor Kevin McDonald and Councillor Billy Murphy will meet with a representative of Eastern Composite to discuss fire protection.

Budget Meeting

2017 budget analysis was reviewed and discussed.

CALL TO ORDER

Mayor Keating called the regular meeting to order at 8:25 pm.

Mayor Keating asked for a moment of silence to acknowledge the passing of a long-term council, Edward Bruce.

ADOPTION OF AGENDA

MOTION 11-17-16-01 Adopt Agenda

Moved by Councillor Patricia Burke seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the agenda be adopted as presented.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, F. Bailey, N. Keating, W. Murphy

MOTION CARRIED

ADOPTION OF MINUTES, REGULAR MEETING

MOTION 11-17-16-02 Minutes of October 20, 2016

Moved by Councillor William Murphy, seconded by Deputy Mayor Kevin McDonald;

BE IT RESOLVED THAT the minutes of October 20, 2016 Regular Meeting be adopted as presented.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Managers' Report – July 13, 2016

Training Centre Project: Project is moving forward. Contractor says the project is on schedule.

Water Treatment Plant: Plant is producing excellent water. We are producing approximately 12 hours per day down from approximately 17. Residents will soon run water at night; this will cause an increase in distribution. We are continuing our search for waterline breaks. Our goal is to decrease plant production to 8-10 hours per day. Three waterline breaks have been located and repaired. We have another leak detection program scheduled for next week. We are experiencing some issues with the sludge tank. Cahill are working to resolve these problems.

Asphalt Replacement Project: This project is near completion. Concord Paving are due back to complete the work around the turn by Councillor Bailey's property. The plan is to remove some rock along the roadside and widen the road to create better site-lines and additional road shoulder. This should resolve the safety issue in this area.

Liquor License for Community Centre/Training Centre: I spoke with Robert Tuck and he explained the licensing options. It was noted that the best option is the Club License. He suggested we add a blanket Minor Form covering daytime hours between 8:00 a.m. to 5:00 p.m. or a timeframe of our

choice. This would cover any children's parties without the need to forward the Minor Form for each children's event.

This options allows:

- Licensed to serve each day after 5:00 p.m. – (This timeframe could be altered to meet our needs.) Children can use the Community Centre between 8:00 a.m. to 5:00 p.m. without having to forward a minor form.
- Children will be allowed to attend private functions such as weddings/private parties etc. without restrictions.
- Children will be allowed to attend public functions; however, they must leave at 9:15 if liquor is served. (This Requires approval with a \$50.00 fee)

Mayor's March for Heart & Stroke: Council raised \$525.00 for Heart & Stroke Foundation through the Mayor's March.

BUSINESS ARISING FROM THE MINUTES

Anti-Liter Regulations

This draft document was tabled at a regular meeting on July 13, 2016 and forwarded to a committee for suggested revisions. Committee members were Councillor William Murphy, Deputy Mayor Kevin McDonald and the Town Manager.

Committee met last week to discuss the regulation, however, they did not reach a consensus on the format or content.

Mayor Keating pointed out that as this is a draft document, Council should have had the opportunity to review it before it was shared on Councillor Murphy's Facebook page. Several councillors did not have the opportunity to review it or have input on the document.

- As the committee, did not submit a report or recommendations, the regulation will be deferred to the next regular meeting.

Councillor Murphy disagreed that the draft document should not have been published through his social media.

Auditor's Management Letter

The Management Letter was copied to all councillors and included the Town Manager's comments.

MOTION 11-17-16-03 Auditor's Management Letter

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the Auditor's Management be acknowledged as presented.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Change Order - Training Centre

The estimated cost of the Change Order to include a Kitchenette in the Seniors Resource Centre is \$10, 633.84.

MOTION 11-17-16-04 Change Order Approval - Kitchenette for Seniors Resource Centre

Moved by Councillor William Murphy, seconded by Councillor Lydia Burke;

BE IT RESOLVED THAT the Town Council approves the change order and the cost to install a kitchenette in the Resource Centre.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

NEW BUSINESS

Town Signing Officers

MOTION 11-17-16-05 Adoption to Appoint Town Signing Officers

Moved by Councillor Felix Bailey, seconded by Councillor William Murphy;

BE IT RESOLVED THAT the signing officers for the Town of Long Harbour-Mount Arlington Heights are as follows:

- Mayor Gary Keating
- Deputy Mayor Kevin McDonald
- Councillor Norma Keating
- April Reid, Town Office Administrator
- Juanita Gosse, Town Manager

Any other listed signing officers are to be removed.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Small Towns Big Business Initiative (STBBI) Roundtable Discussion

Letter from the Long Harbour Development Corporation was copied for all Councillors.

Letter requesting Council approve funding retroactively for accommodations for Councillor Felix Bailey to attend the STBBI Roundtable discussion that was held November 16th and 17th.

The STBBI Roundtable was hosted by the Long Harbour Development Corporation in partnership with the STBBI Committee and ACOA.

LHDC is also requesting Council sponsor the initiative in the amount of \$500.00.

Councillor Bailey gave a report on the initiative. He commended Mayor Keating and Mayor Sam Sinyard for their insight in developing this initiative. He reported the event as an excellent opportunity to discuss similar issues with other towns. It was very informative and well organized. There were attendees from across Canada. Councillor Bailey was very impressed with the speakers and gained much knowledge from the participants during the roundtable discussions.

Mayor Keating added that the Small Towns Big Business Initiative has been in the development stage for more than a year. The committee includes the Towns of Marystown, Come By Chance, Sunnyside, Arnolds Cove, Long Harbour-Mt. Arlington Heights and Placentia. The objective of the committee is to identify and discuss similar issues that arise when big businesses move into small towns. The roundtable discussion was attended by town representatives from across Canada. It was a very interesting session. A full report will be presented to ACOA and copied to all participating towns.

MOTION 11-17-16-06 Approval to fund accommodations for Councillor Bailey to attend STBBI Roundtable Session.

Moved by Councillor Patricia Burke, seconded by Councillor Norma Keating;

BE IT RESOLVED THAT the Town Council approves funding the accommodations for Councillor Bailey to attend the STBBI Roundtable Session held in St. John's on November 16th and 17th.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

MOTION 11-17-16-07 Approval Sponsorship of STBBI Roundtable Session

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Lydia Burke;

BE IT RESOLVED THAT the Town Council approves \$500.00 sponsorship of the STBBI Roundtable Session.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Christmas Social & Gifts

- General agreement to have the Christmas Social at the Long Harbour Lodge.

MOTION 11-17-16-08 Christmas Gifts

Moved by Councillor Felix Bailey, seconded by Councillor Patricia Burke;

BE IT RESOLVED THAT the Town will distribute Christmas gifts in the amount equal to prior years including the senior's baskets.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Placentia Bay Chamber Initiative

The Business Development Committee of the Placentia Area Chamber of Commerce is taking a leadership role and reaching out to stakeholders that are engaged in the economic well-being of our region. They are proposing a meeting in November to discuss ongoing initiatives and ways to strengthen the economic viability of the region. They are looking at the possibility of a Guest Speaker for this meeting.

The Placentia Bay Area Chamber of Commerce would like to know if Council is interested in taking part in this initiative and if someone is available to meet in late November from the 23rd to the 30th.

- Deputy Mayor Kevin McDonald and Councillor William Murphy is interested in attending.

DEVELOPMENT

Eastern Composite

MOTION 11-17-16-09 Approval in Principle

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the Town supports Eastern Composite's development plan and approves the development in principle. Final approval will be subject to the approvals from all other government agencies having jurisdiction.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Councillor Murphy left the meeting

FINANCE

Cheque List

The cheque list for the period from October 20, 2016 – November 16, 2016 in the amount of \$193,848.32 was presented.

MOTION 11-17 -16-10 Cheque Log

Moved by Deputy Mayor Kevin McDonald seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the cheque log be approved as presented.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey

MOTION CARRIED

Councillor Murphy returned to the meeting

Cash Analysis

Cash analysis was distributed to all councillors.

Adoption of the 2017 Budget and Tax Structure

MOTION 11-17 -16-11 2017 Budget

Moved by Deputy Mayor Kevin McDonald seconded by Mayor Gary Keating;

BE IT RESOLVED THAT the 2017 Budget in the amount of \$1,867,793.00 be adopted as presented

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

MOTION 11-17 -16-12 2017 Tax Structure

Moved by Councillor Lydia Burke seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the 2017 Tax Structure be adopted as presented

Property Tax - Residential	3.5 mils
Property Tax - Commercial	5.5 mils
Minimum Property Tax	\$175.00
Property Tax (unserviced cabin area)	\$50.00

Poll Tax (non-property owners)	\$150.00
Water Tax	
Bait Depot	\$300.00
Harbour Authority (flat rate)	\$100.00
Residential Water Rate	\$168.00
Commercial Water Rate	\$300.00
Hotel/Motel/B&B/Efficiency Units/Other Accommodations (4 units or less)	\$360.00
(Each Additional Unit)	\$50.00
Business Tax	
Minimum Business Tax	\$200.00
Retail Establishments	12. mils
Takeout / Restaurant	23.0 mils
General Commercial	12.0 mils
Manufacturing	10 mils
Business Tax (Mining Quarry)	80.0 mils
Hotels / Motel/Efficiency Units	12.0 mils
B&B	10 mils
Professional Offices	20.0 mils
Oil & Liquefied Petroleum Gas	125.0 mils
Business (where no assessed value)	¾ of 1% of gross revenue
Business (utility companies)	2.5% of gross revenue
Permits & Other Fees	
Residential (New Construction)	\$100.00
Residential (repairs, maintenance, extension & other buildings)	\$25.00
Commercial (new construction)	\$200.00
Commercial (repairs, extension, renovations)	\$100.00
Business Permit to Operate	\$100.00
Road Side Vendors (30 day permit)	\$50.00
Road Side Vendors (1 day permit)	\$25.00
Quarry Permit	\$1,500.00
Industrial (new construction)	\$0.15 per square foot
Industrial (extensions)	\$0.12 per square foot
Industrial (repairs & renovations)	\$0.08 per square foot
Industrial (demolition & other structures)	2% of gross costs of demolition
Other Fees	
Tax Certificate/Compliance Letter	\$50.00
NSF cheques	\$35.00
Water on/off (by request)	\$30.00
Water on/off (if for nonpayment of taxes)	\$75.00
Amendment to Municipal Plan	\$400.00 plus costs
Road Excavation Permit	\$25.00
Road Excavation Security Deposit	\$600.00
Dog Control – First Impoundment in any 12 month period	\$150.00 for first day/ \$50.00 for every day thereafter
Second Impoundment in any 12 month period	\$150.00 for first day/ \$75.00 for every day thereafter

Third Impoundment in any 12 month period	\$150.00 for the first day/\$100.00 for every day thereafter
2% interest will be charged monthly on all accounts not paid in full by June 30, 2017. A 20% discount will be applied to 2017 residential property and residential water tax accounts paid in full by June 30, 2017.	

The Due Date for all Taxes is June 30, 2017

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Donation to the Cemetery Fund in honor of Edward Bruce

MOTION 11-17 -16-13 Donation to the Cemetery

Moved by Councillor William Murphy, seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will donate \$100.00 in memory of long-time councillor Edward Bruce.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

CORRESPONDENCE

PBCC – Acknowledgment of Mayor Keating’s Presentation at the Placentia Bay Showcase

Document was copied to all Councillors.

Placentia Bay Area Chamber of Commerce sent thanks to Mayor Keating for his presentation at the Placentia Bay Industrial Showcase 2016 Conference & Trade Show.

Copy of Letter to the Minister of Transportation & Works – Re: Request for 24 Hour Snow Clearing

Document was copied to all Councillors.

The document asks the Department of Transportation & Works to reconsider their decision to suspend 24-hour snow-clearing of the Trans-Canada Highway between Clarenville and Whitbourne. This area is home to several 24-hour industrial operations such as the Bull Arm Fabrication Site, Icewater Seafoods

Inc., Newfoundland Transshipment Limited at Whiffen Head, North Atlantic Oil Refinery and Vale Long Harbour facility. The document was signed by the Town's of Arnold's Cove, Sunnyside, Come By Chance and Southern Harbour.

- General agreement to forward a letter on behalf of the Town of Long Harbour-Mount Arlington Heights in support of this request.

Placentia Area Chamber of Commerce – Christmas Luncheon

The Placentia Area Chamber of Commerce will host a small business Christmas luncheon on December 16th. The luncheon is mainly focused on smaller groups who would like to get together.

Site Specific Safety Plan for Transportation of Ice Control Materials

The Town of Long Harbour-Mt. Arlington Heights will use a contractor to transport ice control materials for winter 2016/17 year.

The Site Specific Safety Plan for the Transportation of Ice Control Materials by contractor was presented.

MOTION 11-17-16-14 Approval of the Site-Specific Safety Plan for the Transport of Ice Control Materials.

Moved by Deputy Mayor Kevin McDonald seconded by Councillor Patricia Burke;

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights approves the Site-Specific Safety Plan as presented.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

COMMITTEE REPORTS

Councillor William Murphy: Would like to meet with Vale to discuss Emergency Management and collaborative efforts in firefighting and emergency services. We need to establish a written Emergency Management Plan with Vale.

- Deputy Mayor Kevin McDonald will schedule a meeting with Vale representative Gary Rideout.

Requested information about the water quality of the Vale effluent line.

- Town Manager will call the Department of Environment and request this information She will also request that the town be copied on all future test results.

Reported on the RCMP Survey: He experienced problems when he tried to complete the survey. When opening the survey page, he got a message that said he had completed the survey and thanked him for participating.

Councillor Patricia Burke: Asked about scheduling a session with Heather Peters.

- General agreement to schedule a session in January.

Noted that in a conversation before the meeting, she voiced her concerns about the design of the Training Centre.

Councillor Lydia Burke: Requested Council set the date for the Christmas Dinner.

- General agreement to schedule the dinner for December 3, 2016.

Also, reported that the Come Home Committee will meet next week to discuss preliminary plans for Come Home Year events. This will be brought back to Council to determine the budget.

Will meet with Deputy Mayor McDonald to discuss employment issues tomorrow afternoon.

Breakfast with Santa is scheduled for the 18th of December.

Councillor Norma Keating: Reported on Tidy Towns. Asked if we received the Tidy Towns report.

- Town Manager will request the report again.

Also, asked about the date for Council meetings.

- It was established that Council meetings will be held on Thursdays.

Councillor Felix Bailey: Reported that he represented Council at the school for the Kids Eat Smart Program.

Also, met with MHA Mark Browne; thanked him for his assistance in finding the funding for our paving project. Mark was pleased that the project is completed

- General agreement to draft a letter of thanks to Minister Ball and MHA Mark Browne for supporting this project partnership.

Reported that he is in constant contact with Concord about completing the work along the roadside in the cove.

Deputy Mayor Kevin McDonald: Meeting with Lydia on employment issues.

Also, has a meeting scheduled with Eastern Composite to discuss fire protection for their building on Long Harbour Road.

Mayor Gary Keating: Updated Council on Grieg Seafarms progress regarding the Environmental Assessment. Grieg Seafarms received a letter from the Minister approving the Hatchery and the company has signed several procurement contracts. This is great news for this region.

This is a 600-million-dollar industrial development with the government investing 47 million. The potential for this area is phenomenal. Grieg Seafarms are continuing to review Long Harbour in relation to this project.

ADJOURNMENT

MOTION 11-17-16-15 Adjournment


Moved by Councillor William Murphy, seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the meeting be adjourned to a privileged session at 9:45 p.m.

In Favor: Mayor Gary Keating
Deputy Mayor Kevin McDonald
Councillors: P. Burke, L. Burke, N. Keating, F. Bailey, W. Murphy

MOTION CARRIED

Date of the Next Meeting: December 8, 2016


Gary Keating
Mayor


Juanita Gosse
Town Manager