

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
February 16, 2017***

In Attendance

Mayor Gary Keating

Councillor Felix Bailey

Deputy Mayor Kevin McDonald -7:12

Councillor William Murphy

Councillor Lydia Burke – 7:10

Councillor Patricia Burke

Councillor Norma Keating

Also in Attendance: Town Manager, Juanita Gosse

CALL TO ORDER

Mayor Keating called the regular meeting to order at 7:05 pm.

ADOPTION OF AGENDA

MOTION 02 -16-17-01 Adopt Agenda

Moved by Councillor Norma Keating, seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the agenda be adopted as presented.

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

MOTION CARRIED

ADOPTION OF MINUTES, REGULAR MEETING

MOTION 02-16-17-02 Minutes of January 19, 2017

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

BE IT RESOLVED THAT the minutes of January 19, 2017, Regular Meeting be adopted as presented.

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

MOTION CARRIED

Managers' Report – February 16, 2017

Meeting with Cahill - Re: Generator for WTP: Council met with Cahill on Feb. 1st to discuss the requirements to install a generator at the Water Treatment Plant. To ensure continued production and distribution, the plant would require a 100-kw generator at a cost of \$95,000.00 plus HST.

A 40-kw generator would allow continued distribution from one pump. Price estimate on this is \$20,000 plus HST.

A much smaller generator would be required to ensure adequate heat and light in both buildings.

All options were discussed. It was determined that our water storage tank would not service the town for an extended power outage. During an extended outage, more residents would keep water running so their waterpipes wouldn't freeze. The amount in the tank would be depleted in a very short time.

Council decided that the main priority is to keep both buildings heated during a power outage.

Meeting with Vale: A request for a meeting with Vale was forwarded to Bob Carter and Susan Blanchard with a tentative meeting date of Feb. 23, 2017.

- It was agreed to wait for Vale's response.

Student Programs and Funding Applications: Applied for summer employment for two students under the Canada Summer Student Grant Program and one under the ECHO program.

Application has been submitted to Vale for \$1000 funding for the Long Harbour Days event.

Water Treatment Plant: Cahill is continuing to tweak the water treatment plant. They were on site last week working on the sludge tank. It seems the sludge tank is not draining down completely before the next backwash and with continuous activity in the tank, the sludge is not settling out properly.

We have developed a series of water treatment plant check sheets. These were developed in consultation with Cahill and the outside operator. The check lists will assist new operators in his/her daily duties.

Training Centre – Project meeting was held January 31, 2017. Noted progress: Drywall is complete, plastering is complete and painting is ongoing. Mechanical/Electrical rough-ins are substantially complete. Doors are installed. Contractor CanAm advised the project completion date to be mid-March. There were several changes required: Various electrical items, additional outlets in the clerk's office, replace some damaged baseboard heaters, stage curtains and supporting header in the auditorium, swing doors in the clerk's office, wall ovens in the kitchen and soundproofing in the boardroom.

Tourism Proposal: Met with ACOA last week to discuss a tourism proposal to fund an extension of our trail project. We can apply for ICF funding at a cost share of 70/30 for a multipurpose bridge. A motion of Council is required to apply for this funding and to make this application priority. Based on cost estimates from 2015, the project cost will be approximately \$220,000.00 including engineering.

MOTION 02-16-17-03 Tourism Proposal

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

Whereas: Tourism was identified as a priority in the town's Strategic Plan; and
Whereas an extension of our trail system will require a replacement of the multipurpose bridge crossing Maturin Brook; and
Whereas the town of The Town of Long Harbour-Mount Arlington Heights wishes to extend the trail system;
BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will submit a proposal to ACOA under the Innovative Community Fund for this project and will deem this project as priority one.

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

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

Anti-Liter Regulation

Deputy Mayor Kevin McDonald reported that he and Councillor Murphy met to discuss the draft policy. They reviewed and compared the draft to the policies of other towns.

The policy outline is standard having nine sections. The committee agreed on all sections except section 4 which relates to private property.

MOTION 02-16-17-04 Anti-Liter Policy

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves the Anti-Liter Policy as presented with the deletion of Section 4.

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

MOTION CARRIED

- The amended Anti-Liter Policy is attached as part of these minutes.

Rules & Regulations Governing the Procedures of Meeting

The document was copied for all councillors at the previous meeting for review. Several required amendments were noted. Document will be amended and tabled at the next regular meeting for adoption.

NEW BUSINESS

Generator Package for Water Treatment Plant

MOTION 02-16-17-05 Purchase Generator for Water Treatment Plant

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will purchase a generator of adequate size to keep heat and light at both the water treatment plant and the pumphouse.

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

MOTION CARRIED

Marketing Town Hall

The appraisal was tabled for review.

MOTION 02-16-17-06 Sale by Tender – Town Hall Property at 510 Main Street

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will advertise for sale by tender, the Town Hall property at 510 Main Street. The sale will be advertised locally and in the Evening Telegram. The ad is to specify that the highest bid will not necessarily be accepted.

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

MOTION CARRIED

Vehicle & Equipment Depot

It was agreed the town would require, at minimum, a two-bay garage with space for a workshop. Location to be determined.

Exp – Maturin Pond Walking Trail Rehabilitation Project

Document dated January 30, 2017, advising the town that exp engineering costs exceeded their budget by approximately \$4,800.00. These costs were due to additional site visits. The Town did not approve the additional expenses as exp did not issue a change order.

In reviewing the project file, it seems exp did not invoice for the full amount approved. Engineering fees for this project were approved at \$16,357.00. Exp invoiced a total amount of \$15,154.44, leaving a balance of \$1,202.56.

This project is complete and the final submission is in for ACOA funding.

MOTION 02-16-17-07 Engineering fees for Trail Project

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves \$1,202.56 additional engineering fees to be paid to exp for this project.

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

MOTION CARRIED

Employment Contracts

MOTION 02-16-17-08 Employment Contracts

Moved by Councillor Lydia Burke, seconded by Mayor Gary Keating;

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves the following employment contracts affecting all employees of Council:

- A two-year contract with all permanent employees.
- A 2% salary increase for all employees in 2017, retroactive to January 1, 2017 and a 2% salary increase for all employees in January 1, 2018.
- A performance bonus of \$5,000.00 for one position.
- The addition of a sick time allowance of 5 days for the office administrator.

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

MOTION CARRIED

DEVELOPMENT

JFT Enterprises:

JFT Enterprises has submitted a letter to inform Council that JFT is in the process of applying to Health Canada to be producer and retail agent for cannabis.

Town Manager reported that JFT Enterprises is not seeking Council approval at this time but may require council approval at a later date.

Mini-home Subdivision – Deputy Mayor McDonald asked if there is legislation or policies around the removal of the mini homes from the subdivision. Does the owner have an obligation to ensure the landscape is left in an acceptable appearance?

- Town Manager will review the town’s development regulations and development agreement.

FINANCE

The cheque log was presented for payments issued from January 19th – February 18, 2017, in the amount of \$179,709.51. This includes two contract payments to CanAm Construction.

MOTION 02-16-17-09 Cheque Log

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

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

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

MOTION CARRIED

Cash Analysis

Cash analysis was distributed to all councillors.

CORRESPONDENCE

MNL Training Schedule

The Training Schedule was copied for all Councillors.

April 20, 2017, there is a training session in Whitbourne for Municipal Elections – Returning Officer & Elections Officials. Requesting that both the Town Administrator and the Town Manager attend this training opportunity.

MOTION 02-16-17-10 Municipal Elections Training Session

Moved by Councillor Norma Keating; seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT one office employee is approved to attend this training session in Whitbourne.

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

MOTION CARRIED

Royal Canadian Legion

The Royal Canadian Legion – Provincial Command is printing their Annual Military Service Recognition Book entitled, “Lest We Forget Volume #17. Cost for Ads in the publication is listed for consideration.

MOTION 02-16-17-11 Royal Canadian Legion

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves purchasing an ad, 1/10 of a page.

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

MOTION CARRIED

Trio call for Expressions of Interest – EPA for First Responders

Trio is the primary provider of Life, Health and Pension program to municipalities throughout the province. They are working on establishing an Employee Assistance Program for First Responders associated with NL Municipalities. This program will provide help for first responders with stress, mental health concerns, grief and loss and other conditions associated with their roles. As a part of this process, Trio is assessing the interest of municipalities to offer such a program. If sufficient interest is exhibited, they will move on to the next phase of establishment of the program, communication to councils and enrolment of first responders. Trio estimates the cost of such a program will be around \$3.50 per person per month.

- It was agreed to gather information on the current program for comparison. What type of program is currently offered, by whom, and at what cost?

Trio – Protest Plans to Tax Health Care Insurance Premiums

Document was copied to all councillors for information purposes.

Letter to Hon Bill Morneau, Minister of Finance, on behalf of Newfoundland & Labrador Municipal Employee Benefits Inc. to protest plans to tax health care insurance premiums.

CPPA - Canada Postmasters – Postal Banking

Document was copied to all councillors.

Amongst the many recommendation of the Federal Government Standing Committee on Government Operations and Estimates (OGGO) report regarding Canada Post. CPPA noticed there was an absence of a recommendation of postal banking. In our province, 84% of communities do not have a financial institution, yet they have a corporate post office. CPPA strongly feel that the resurrection of the postal

bank, which was closed in 1969 when large banks were expanding in rural Canada, is a perfect fit for Canada Post and more importantly, for the businesses and citizens of your community.

If you feel a postal bank would benefit your community, CPPA asks that you write Minister Judy Foote to voice your views and concerns and copy the letter to Karine Trudel, the New Democrat MP who sat on the OGGO Committee and was a supporter of the postal bank.

Motion to support Postal Banking was made by Councillor William Murphy; Motion was not seconded.

MOTION DEFEATED

MP Vanloan – Heritage Infrastructure – (Bill C-323)

Built heritage creates cultural value for communities, enriches our lives and connects us to our history.

MP Peter Vanloan is introducing a Private Members Bill, (Bill C-323) that will create a 20% tax credit for rehabilitation work done on designated heritage buildings. It also creates a three-year accelerated write off period for spending on these buildings.

MOTION 02-16-17-12 Support Bill C-323

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights supports Bill C-323.

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

MOTION CARRIED

Placentia Area Chamber of Commerce – Membership Focus Group

The Placentia Area Chamber of Commerce has received support from the Avalon West Community Business Development Corporation to develop a 3-5-year strategic action plan for the Chamber. As a member, we are invited to attend a Focus Group Session to be held at the Placentia Bay Cultural Arts Center on Monday, February 20, 2017. The session will start 2:00 p.m.

As Mayor Keating is a member of this Board, he will participate in the sessions.

Amendment to the Municipalities Act – Disposing of Municipal Property

Document was copied for all councillors.

In the Fall 2016 session of the House of Assembly, an amendment was made to the Municipalities Act, 1999 in regard to allowing a council to accept an offer to dispose of personal property at less than its established fair market value, or accept an offer to dispose of personal property that is not the highest

offer, for the purposes of social or economic development. This same provision was already in place for municipal real property, but now towns have the same flexibility regarding the disposal of all town property for social economic development purposes.

Office of the Premier – Information on Legislative Amendment Affecting Firefighters

Document was copied for all councillors.

The government of NL recently amended the Workplace Health, Safety and Compensation Act and Regulations to provide presumptive cancer coverage for our province's career and volunteer firefighters. This presumptive benefit presumes that cancer is a consequence of work when a firefighter submits a claim with Workplace NL, provided the claim meets certain criteria. The firefighter must have served for a specific period of time and developed one of 11 specified types of cancer.

As with any benefit, there will be an application process which will require claimants to meet specific criteria and provide certain documentation. It is vital that fire departments be able to provide the required documentation.

MNL Guidebook, Procurement Tool-Kit and By Laws

Received the MNL Guidebook, Procurement Tool-Kit and By Laws. These documents will be kept on file.

Cahill – Water Treatment Plant 90-day Performance Trial Report

Cahill has submitted the 90-Day Performance Trial for the Water Treatment Plant. This document was copied for all councillors and will be kept on file for review.

COMMITTEE REPORTS

Councillor William Murphy:

Considering ways to entice younger adults to participate in community activities. Would like to see more people volunteering.

- Will table a survey at the next meeting regarding this issue.

The Fire Department would like to utilize town staff to assist them in meeting their administrative requirements.

- It was agreed the Fire Department should determine their needs. Bring an outline to the next meeting for discussion.

Councillor Patricia Burke:

Two town residents will celebrate their 100 birthdays this year. Mr. Dennis Murphy on May 4th and Mrs. Anastasia Kelly Keating on August 28th.

- It was agreed that Council will offer a certificate of acknowledgment.

Come Home Year Event - The logo entries submitted to the town office were forwarded to the Come Home Year Committee.

Councillor Lydia Burke:

The Come Home Year Committee is made up of 24 members. The committee will be broken into groups with specific responsibilities.

- It was determined that Town Staff will assist the Committee wherever possible.

Asked about a budget and if a separate bank account will be open for the event.

It was recommended that a drone video will be done by a community resident to introduce the event.

- Council agreed

Appreciation Night – Appreciation Night will be scheduled for April 8, 2017. Music is booked. The committee has opted for a cold plate supper. The cost of the cold plates is approximately 8:10 per plate.

- Council agreed to accept this expense.

There will also be a St. Patrick's Day Dance at the Community Centre.

Asked about the maintenance of the Training Centre. Who will do this work.

- Maintenance requirements will be reviewed.

Questioned the type and amounts of chemicals stored at the Eastern Composite/Brenkir site.

- Deputy Mayor McDonald will meet with Eastern Composite to ask the question.

Councillor Norma Keating: Nothing to report

Councillor Felix Bailey:

Reported an issue on Main Street, around the Big Head. The material around the guiderail is loose. Stability of the guiderail is a concern.

- Town Manager has reported the issue to the Department of Transportation and Works. T&W has responded that they will inspect the site.

Deputy Mayor Kevin McDonald:

Met with Eastern Composite.

- They have some firefighting equipment in place and are working on their Emergency Response Plan. This plan will be shared with our Fire Department.
- In support of the Town's Fitness Centre, Eastern Composite provides gym passes to their employees.

There are no major issues with our Water Treatment Plant. The plant continues to produce excellent water. We are currently distributing approximately 45 gallons per minute. The increased distribution is most lightly due to winter flow.

Long Harbour Development Corporation:

- LHDC are continuing with excellent work behind the scenes to promote and assist with economic development within our town
- This year, LHDC is celebrating 25 years of operating in the Town of Long Harbour-Mt. Arlington Heights
- LHDC will reissue their Newsletter
- LHDC are planning a Town Hall meeting and a presentation to Council
- They are also working on a feasibility study for the EPCM building
- Working with Greig Seafarms, preparing a study on the secondary processing phase of this development

Mayor Gary Keating: Working on scheduling a meeting with Vale. The Council will meet in advance to format an agenda.

ADJOURNMENT

MOTION 02-16-17-13 Adjournment

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

BE IT RESOLVED THAT the meeting be adjourned 10:10 p.m.

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

MOTION CARRIED

Date of the Next Meeting: March 16, 2017


Gary Keating
Mayor


Juanita Gosse
Town Manager