

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
April 20, 2017***

In Attendance

Mayor Gary Keating

Councillor Felix Bailey

Deputy Mayor Kevin McDonald

Councillor Norma Keating

Councillor Patricia Burke

*Absent: Councillor William Murphy
Councillor Lydia Burke*

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 04 -20-17-01 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

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

MOTION CARRIED

ADOPTION OF MINUTES, REGULAR MEETING

MOTION 04-20-17-02 Minutes of March 16, 2017

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

BE IT RESOLVED THAT the minutes of March 16, 2017, Regular Meeting be adopted as presented.

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

MOTION CARRIED

Managers' Report – April 16, 2017

Meeting with Vale:

Council met with Vale on March 23, 2017. Notes of the meeting are on file.

Vale provided an update on operations. Other discussions included the slag pile, mutual aid, environmental monitoring stations, effluent pipeline, local employment and the tax agreement.

Water Treatment Plant: Water treatment plant is running exceptionally well. Raw water quality is much better resulting in less chemical usage. Water distribution is fluctuating due to waterline breaks. Distribution is currently between 30 and 40 gallons per minute.

Final Project Inspection was completed on Thursday, April 13, 2017, with two representatives in attendance from Municipal Affairs, two representatives from the Department of Environment, Cahill Technical Services, and SNC Lavalin. We did a full inspection of the plant and plant site and produced a list of project deficiencies. The list of deficiencies is on file.

The Operation and Maintenance Manuals for the water treatment plant were delivered.

Capital Works Applications: The deadline date for submission is tomorrow, April 21st. Met with Keith Bartlett, SNC Lavalin last week to discuss our capital works application. It was suggested we submit two separate applications this year. The first to replace a larger section of waterline and another to replace a smaller section. Depending of available funding we could be approved to replace the larger section. If not, Municipal Affairs may approve funding a smaller section upgrade.

2017/18 Municipal Capital Works Application

MOTION 04-20-17-03 2017/18 Capital Works Application

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

BE IT RESOLVED THAT the town will submit a second application for 2017/18 Municipal Capital Works funding in the amount of \$1,615,037 for project Waterline Replacement Phase II as estimated by SNC Lavalin.

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

MOTION CARRIED

MOTION 04-20-17-04 Funding Town Share of 2016/17 Capital Works Project – Waterline Replacement Phase II

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

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will fund their portion of the 2017/18 Municipal Capital Works project from their general operating account.

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

MOTION CARRIED

Training Centre – Building redesign is completed. The final claim for ACOA funding was submitted before the March 31st deadline date. Landscaping could not be completed before project end date. Submitted a request to ACOA that we be allowed to complete the landscaping when weather permits.

Movers are scheduled for May 2nd and 3rd.

- It was agreed to obtain a price quote from the contractor to fill in the space between the Marquees and the building front.

Maturin Brook Bridge Proposal: The proposal to replace the bridge crossing Maturin Brook was submitted to ACOA. The proposed funding amount is \$298,000. The project application requested 75/25 cost share.

Marketing Town Hall: Bidding package is ready. We are waiting on the property appraisal from Appraisal Associates before moving forward.

Generator Quote: Cahill is putting something together regarding the size of generator for heat and light at the water treatment plant and pumphouse. I'm told I will have the information by Friday.

Property for Town Depot: Visited Crown Lands last week. There is approximately ½ acre of crown land at the side of the training center property. Google map of the area was distributed for all councillors for discussion.

- It was agreed to apply for the crown land at the side of the Training Centre as well as the property at the rear of the building.

Fire Hall Incident: On Tuesday, April 11, 2017, at approximately 4:35 p.m., our office administrator went to the Fire Hall to deliver mail. She immediately reported there was water flooding the floors at the Fire Hall building. The water was flowing from the hot water boiler and we assumed the boiler was malfunctioning and this was the cause of the flooding. Flow to the hot water boiler was turned off as was the electrical breaker to the hot water tank.

Called outside personnel to begin the cleanup. Also, called Firefighter Billy Murphy who called the Deputy Fire Chief.

During cleanup, our outside staff noticed the back door was open and damaged. Upon further investigation, it was realized that there was a break in. There was forced entry from the rear exit door as well as the door to the utility room. Further investigation revealed several items unaccounted for:

Varies tools from the Tool Chest
Eco Chain Saw
2 or 3 cans of gas
License Plate for Pickup, plate No. GML 853
Fuel from the Pickup
Boost Box
Large Screen T.V.
Pressure Washer
Money from the cash box
Winch for truck
Gas tank for portable pump

It should be noted that the thief(s) punctured a hole in the gas tank of the emergency vehicle (pickup) and allowed fuel to flow over the floor and into a holding tank under the building. This caused a very dangerous situation. If the gas had ignited there could have been injury or even loss of life to one of our firefighters.

Reported the incident to the RCMP at approximately 7:00 p.m.

Also, reported the incident to our insurance company who retained Belfor to repair the damage.

RCMP Constable Lee Bennett attended the meeting. He updated Council on the investigation. The incident will be added to their Crime Stoppers webpage. This is an avenue giving the public the opportunity to report knowledge of a crime anonymously.

Council discussed offering a reward for information leading to an arrest and conviction of the person(s) involved in this crime.

MOTION 04-20-17-05 Reward for Information – Fire Hall Vandalism and Theft

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will offer a \$2,000.00 reward to anyone who provides information that leads to an arrest and conviction of the person(s) responsible for vandalism and theft at the Fire Hall building.

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

MOTION CARRIED

Quote for Security – Fire Hall:

Quote submitted by Edison Security was copied for all councillors to review.

MOTION 04-20-17-06 Security for Fire Hall Building

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will purchase security from Edison Security to be paid from the Fire Departments budget.

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

MOTION CARRIED

Rules & Regulations Governing the Procedures of a Council Meeting

Deputy Mayor McDonald gave the report on behalf of the committee.

Throughout the document, it was suggested to replace "Town Clerk" with "**Town Manager/Clerk**"

Business of Special Meeting (page 4)- When a special or **privileged** meeting -

Conduct of Business

- **Cellular phone devices shall be turned off or silenced and in the event a call must be answered/attended to the Chairperson will ask for a 5-minute recess.**
- **No part of a meeting shall be recorded unless it is agreed to by council in a majority vote.**
- **Councillors attending a scheduled council meeting later than 15 minutes after the start of the meeting and or leaving before the meeting is adjourned will not be recorded as attending for remuneration purposes. The exception to this will be in the event that the situation is unforeseen due to circumstances beyond the Councillors control.**

The rest of the document is in line with all other Municipalities and of course there are some other minor differences but at this time we don't see the need to include them. There are a couple of minor punctuation and grammatical errors but nothing that affects the intent of the document.

- It was agreed to table the revised document for adoption at the next regular meeting of Council.

Councilor's Request to Attend Regular Council Meetings via Teleconference

- It was agreed that Council does not approve attending regular Council Meetings via Teleconference.

Councillor's Request to Reschedule the May meeting

- Council approved rescheduling the May meeting to May 25, 2017.
- Item to be added to the next agenda for further review and discussion.

NEW BUSINESS

Purchase Maintenance Tools

Councillor Felix Bailey declared a conflict of interest and left the room.

The list of tools for sale and photos of same were distributed to all councillors for review. Outside maintenance staff looked at the tools earlier this week and reported them to be in perfect condition.

The asking price for the tools is \$1,600.00.

MOTION 04-20-17-08 Purchase Tools

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will purchase tools from Councillor Bailey for the asking price of \$1,600.00.

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

MOTION CARRIED

Federation of Canada Municipalities – Legal Defense Fund

Document was copied for all councillors. FCM is requesting a donation to their Legal Defense Fund in the amount of \$57.50.

MOTION 04-20-17-09 Legal Defense Fund

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will donate \$57.50 to the Federation of Canadian Municipalities Legal Defense Fund.

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

MOTION CARRIED

Town of Chapel Arm – Donation to Holy Family Elementary School

The Town of Chapel Arm has donated \$1,500.00 to the Holy Family Elementary School and is issuing a challenge to the Town of Long Harbour to donate the same.

MOTION 04-20-17-10 Donation to the Holy Family School, Chapel Arm

Moved by Mayor Keating; seconded by Councillor Felix Bailey;

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will donate \$500.00 to the Holy Family Elementary School, Chapel Arm.

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

MOTION CARRIED

DEVELOPMENT

Quarry Referral – Edward Collins Contracting

Document was copied for all Councillors. It was noted that this area is across from the intersection on the access road to Main Street, Long Harbour. The quarry will be visible from the Long Harbour Access Road.

MOTION 04-20-17-11 Quarry Referral – Edward Collins Contracting

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights does not approve the application at this time. Council requires additional time to fully evaluate the proposed quarry permit.

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

MOTION CARRIED

FINANCE

Cheque Log

The cheque log was presented for payments issued from March 16, 2017 – April 19, 2017, in the amount of \$365,772.98.

MOTION 04-20-17-12 Cheque Log

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

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

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

MOTION CARRIED

Cash Analysis

Cash analysis was distributed to all councillors.

CORRESPONDENCE

Eastern Regional Service Board – Community Cleanup Events

The Eastern Regional Service Board, ERSB operating as Eastern Waste Management would like to support communities in the region by allowing community groups to benefit from their network of waste recovery facilities. The ERSB is offering an annual opportunity for community-based volunteer groups to access and dispose of waste collected during community cleanup events.

COMMITTEE REPORTS

Councillor Patricia Burke: Scenic quilt is going well. Quilt is being sewed.

Come Home Year Book: Considering the layout of the book. There is a person in Placentia who does this work. Committee will contact him for a quote on this work.

Councillor Norma Keating:

Come Home Year: Considering booking a band and sound equipment for the Come Home Year dance. Should have a price quote for the next meeting.

Appreciation Night: It was decided to reschedule this event to June or July depending on when the new building is ready.

Strategic Planning: It was decided to schedule a meeting in May to discuss our Strategic Plan.

Councillor Felix Bailey: Brush cutting and ditching is required along Main Street. Recommended we write the Department of Transportation and Works requesting they commence this work.

- It was decided to make the request to the Department of Transportation and Works.

Deputy Mayor Kevin McDonald:

Attended a meeting with the Fire Department on Tuesday, April 18th. Discussed the incident at the Fire hall and the subsequent investigation. All firefighters supported the proposed security system and are open to whatever system works best.

RCMP attended the meeting as well. Everyone supported the public notice offering a reward to anyone who may have information to assist in solving this crime.

Firefighter Wayne Kelly is available to take the pumper for service next Tuesday or Wednesday. We will contact Vale to provide backup while the pumper is out of service.

Reached out to Jared Saunders, as a result of our meeting, regarding mutual aid, disaster response and effluent pipe. No response received as yet.

Changes to the Rules and Regulations Governing a Meeting was dealt with earlier in the meeting.

Attended a Clean & Safe Drinking Water Workshop on March 28 – 30th. The workshop was very informative. All presentations are supposed to be added to the government Website if anyone is interested. Dr. Tom Cooper had a very interesting presentation on “Risks and Benefits of Drinking Water Infrastructure” which relates to our aging infrastructure of piping from the two ponds and our wet wells. The World Economic Forum rank drinking water as #3 which is behind weapons and extreme weather events. There is a process that we should be following on evaluating critical infrastructure and this is on the Governments website. Weird Stuff in our Drinking Water was another great presentation. It related to the frequency of cleaning our screens in the wet wells. The Safety Requirements of Chlorination Buildings presentation was very informative as well. i.e. emergency drills - this could be table top exercises but right now we should start working on this, also training records of all employees needs to be recorded an updated. Implementation of Boil Water advisory is all a lower lever that normally in this province right now there is only about 200 boil water advisories that are active and to my surprise the province usually would see 300+.

Keith Bartlett did an excellent job on “Preparing for a Water Treatment Plant” Town of Long Harbour Case Study. Everyone one was quite envious. He spoke about the commissioning and the water flows, leaks and how the water quality is by far the best in the province. Good presentation on Ten ways to murder your pumps and how important a maintenance plan is needed. We have all our manuals now so that process can begin. There was a good presentation on the Operator Pilot Program and we need to ensure our employees get the proper training and I think this is being managed so with our new additions we will follow up on this. There was a presentation on GIS Geographic Information System that identifies leaks in systems but there is a cost associated with this and maybe something we can consider.

Eastern Composite Services:

Eastern Composite application for 30ft. x50ft. building extension at lot 542 Main Street. The extension will house their rubber shop and blast booth.

MOTION 04-20-17-13 Building Extension – Eastern Composite

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves the application subject to the development meeting the requirements set out in our Development Regulations.

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

MOTION CARRIED

ADJOURNMENT

MOTION 04-20-17-14 Adjournment

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

BE IT RESOLVED THAT the meeting be adjourned to a Privileged Session at 10:10 p.m.

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

MOTION CARRIED

Date of the Next Meeting: May 25, 2017


Gary Keating
Mayor


Juanita Gosse
Town Manager