

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
May 25, 2017***

In Attendance

Mayor Gary Keating – 7:40

Deputy Mayor Kevin McDonald

Councillor Patricia Burke

Councillor Lydia Burke

Councillor Felix Bailey

Councillor Norma Keating

Councillor William Murphy

Also in Attendance: Town Manager, Juanita Gosse

CALL TO ORDER

Deputy Mayor Kevin McDonald called the regular meeting to order at 7:00 pm.

ADOPTION OF AGENDA

MOTION 05 -25-17-01 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

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

MOTION CARRIED

ADOPTION OF MINUTES, REGULAR MEETING

MOTION 05-25-17-02 Minutes of April 20, 2017

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

BE IT RESOLVED THAT the minutes of April 20, 2017, Regular Meeting be adopted as presented.

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

MOTION CARRIED

Managers' Report – May 25, 2017

Water Treatment Plant: Water treatment plant is running exceptionally well. Raw water quality is good which means chemical usage is low. Water distribution is approximately 35 gallons per minute. We have two new operators in training. Both are doing extremely well operating and maintaining the water treatment plant.

Capital Works Applications: The town submitted two capital works application this year. Both for waterline upgrade. The first project will replace waterline from Irving Burkes to the end of the cove. This project is cost estimated at 1.6 million dollars. The second project application will replace waterline from the Training Centre Lane to Magteck. This project is cost estimated at \$673,000.

Met with a team from Municipal Affairs yesterday to discuss the applications. Based on that meeting I am confident we will be successful for one project; which project will depend on available funding.

Approvals for Capital Works won't be released until June 2017, therefore, projects will not start until the next construction season.

Training Centre Project – This project is in the final stage of completion. Contractor is working on a list of deficiencies. There is additional work to be completed on the building exterior as well as some outstanding landscape work. Contractor will complete the exterior work as weather permits. Any deficiencies should be reported to me to be forwarded to the contractor.

The Fitness Centre is open. The design was a bit congested so we removed some equipment that we had in multiple.

Requested ACOA extend the Training Centre Project completion date to June 30, 2017 to allow Council to take advantage of the funding amount allocated to landscaping. Funds would be used to add topsoil and hydroseed to the area covering the septic disposal field. We would also complete the walkway at the rear of the building from the stairs to the fitness center door. Other landscaping may be required and will be noted after the contractor completes their work.

Marquees:

Council is not at all impressed with the design of the marquees. It was discussed that having the marquees built slightly away from the building could be dangerous as snow and ice could build up and fall between the building and the marquees. Also in winter, snow will build up in the walking space to the entrance doors.

Feedback from the general public is that these marquees should have been connected to the building.

- An email from our design engineer was read to explain why the marquees were installed slightly away from the building. According to the design engineer, if the marquees were positioned against the building, rain, snow and ice would build up causing ice damming and leaks. During freeze/thaw cycles this leakage would cause physical damage to the metal flashing exacerbating

the problem. The current design has eavesthrough and snow guard to stop rain water and snow/ice from running down the roof surface and into the entrance areas.

Over the past winter, which had record snowfall amounts, there were no significant accumulation inside the marquees or near the entries.

- It was decided that our outside maintenance staff would consider the design and try to devise a way to close the gap between the marquees and the building. They should seek advice from local carpenters and report back to council.

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. There has been no response from ACOA on the project.

Marketing Property at Civic Address 510 Main Street – Former Town Hall: Bidding package is ready and the appraisal is complete. We are formally ready to advertise the property for sale. The only other consideration is the town depot.

Property for Town Depot: Met with Crown Lands representatives last week to discuss the property at the rear of the Training Centre, and to apply for the crown land as discussed for a Town Depot. Both applications are submitted and under review. I don't anticipate any problems in acquiring these properties.

Property Development on Long Harbour Access Road: A Stop Work Order was issued to companies developing at civic address 542 Long Harbour Access Road. The order prohibits any further development, rock removal or excavation of the site without the proper permit from the Municipal Council.

Census Population: Census Canada has listed our population incorrectly at 185. This will negatively affect our ability to obtain municipal and other funding grants. I have challenged Census Canada and they have agreed to revisit the calculated population.

Fire Hall Incident: The Fire Hall remains under construction to repair damage caused by unknown intruder(s). The full cost of damage has not yet been determined. A security system has been installed at the building.

A reward was offered for information pertaining to the break-in.

Fire Department: The department had an official meeting on Tuesday, May 16, 2017. The minutes of their meeting is on file.

There was a lengthy discussion on using the fire hydrants to fill the pumper truck and/or to fight a fire.

It was determined that our water system was not designed for fire flow. If the fire hydrants are used to fight fire or fill the pumper we risk damaging our distribution system as well as our water treatment plant.

Through consultations with the outside staff and members of the fire department we have determined that a fire hydrant on Pumphouse Rd will allow firefighters to fill the pumper without affecting the water treatment plant.

Cost estimate to install a fire hydrant on Pumphouse Rd.

H&R Enterprises estimated the work at \$9,000 plus HST. They priced the materials, pipes, hydrant etc. at \$7,000 with labor and excavation work at \$2,000.

Hickey's costed the project at \$9,200 taxes included.

MOTION 05-25-17-03 Fire Hydrant at Pumphouse Rd

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

BE IT RESOLVED THAT the town approves Hickey's to install the fire hydrant at the quoted price of \$9,200.00 taxes included.

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

MOTION CARRIED

Quarry Referral – Edward Collins Contracting: Attempted several times to schedule a meeting between Council and Edward Collins Contracting to discuss their application for a quarry permit for a site on the Long Harbour Access Road. I wasn't able to reach the company and have left a couple of telephone messages.

Community Centre Operations: The old community center was owned by LHDC and was managed by the Community Centre Committee (CCC). LHDC employed one person for 20 hours per week to manage the centre. Will Council continue with this arrangement?

Council will schedule an inhouse meeting to discuss protocol and management as well as a fee structure for the new community centre.

BUSINESS ARISING FROM THE MINUTES

Rules & Regulations Governing the Procedures of a Council Meeting

The document was copied to all council members showing the amendments in bold.

MOTION 05-25-17-04 Rules & Regulations Governing the Procedures of a Council Meeting

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

BE IT RESOLVED THAT the Policy, as attached to these minutes, be adopted as presented.

In Favor: Mayor Gary Keating

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

Opposing: Councillor William Murphy

MOTION CARRIED

Rescheduling Regular Council Meetings

- It was agreed that the regular scheduled Council meetings should not be changed as these meetings are advertised to residents through the community calendar.

Schedule the Official Opening of the New Municipal Complex

- The official opening of the new municipal building and Appreciation Night will be held Saturday, July 1, 2017.

BUSINESS ARISING FROM THE PRIVILEGED MEETING

Report from Vale Tax Agreement Committee

Mayor Keating declared a conflict of interest and left council chamber.

Deputy Mayor Kevin McDonald presented a report to Council.

On May 17, 2017, the committee met with Carl Sheppard of Strategic Concepts. Mr. Sheppard will put together a financial package for the tax agreement negotiations.

It was noted that due to a potential conflict of interest, Mayor Keating has removed himself from the committee. Mayor Keating will not participate in the discussion, nor will he speak or vote on any issue pertaining to the Vale Tax Agreement.

MOTION 05-25-17-05 Allocation of Funds to Retain Strategic Concepts

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will allocate \$25,000 to engage Strategic Concepts to assist with the Vale Tax Agreement negotiations.

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

MOTION CARRIED

NEW BUSINESS

Employment Position – Municipal Administrator

- Deferred to a privileged meeting to be held after the regular meeting.

DEVELOPMENT

Application to Operator a Business

Application is submitted to operate a confectionary and grocery store business at 279 Main Street, Long Harbour-Mt. Arlington Heights. The previous use for this civic address was retail business.

MOTION 05-25-17-06 279 Main Street

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves the application to operate a confectionary and grocery store at civic address 279 Main Street.

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

MOTION CARRIED

Cheque Log

The cheque log was presented for payments issued from April 20, 2017 – May 24, 2017, in the amount of \$81,546.08.

MOTION 05-25-17-07 Cheque Log

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

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, L. Burke, W. Murphy

MOTION CARRIED

Cash Analysis

Cash analysis was distributed to all councillors.

CORRESPONDENCE

Department of Crown Lands

Document was copied to all councillors and references application 110213 Grant pursuant to the Water Treatment Plant.

The application has been approved and is forwarded to the Crown Titles Office for title preparation.

Department of Municipal Affairs – Re: 2017 Budget Submission

Document was copied to all councillors and references the Revised 2017 Budget Submission (DOC/2016/05701-02).

A review of the revised 2017 Budget submission was completed by Municipal Affairs and council is advised that the review process has revealed no material deficiencies, however, some matters of concern were identified which require council attention:

1. Property Tax as levied to the unserviced cabin area
2. Interest charged on overdue accounts should be stated as “simple” or “compound”.

- These concerns are noted and will be addressed during the 2018 budget process.

Alberta Fires - One Year Donor Update

The booklet, issued by Canadian Red Cross, will be kept on file for your review.

Thank you – Family of Denis Murphy

Received a Thank You Card from the family of the late Denis Murphy.

Thank you – Holy Family School

Received a Thank You Card from the students and staff of Holy Family School thanking Council for their generous donation.

COMMITTEE REPORTS

Deputy Mayor Kevin McDonald:

Very busy month. Fire Department had their official meeting with our Municipal Administrator in attendance to take the minutes. This worked very well.

Dealing with ongoing work at the Fire Hall. Ensuring the contractors can enter and exit the building around an active security alarm system.

Trucks were moved from the bay to allow for ongoing work. The trucks will be returned to the bay after this weekend.

Fire Department are considering ways to recruit volunteers. Considered several options such as a point system to an incentive such as free fitness center membership or something of that nature.

Discussed the difficulty in filling the pumper from the brook. Also, discussed designing a filling station at the Community Stage.

Continuing to work with Eastern Composite in their emergency preparedness requirements and firefighting needs.

Met with the committee to discuss the Vale tax agreement and the best path forward.

Met with Edison Security and town staff to determine protocol for security breaches.

Water system is working great.

Participated in the Liaison Committee Tour of the Vale site. It was a good tour.

Councillor William Murphy: Trying to put something together to recruit additional volunteers.

Asked about scheduled cleaning for the Fire Hall.

- This shouldn't be a problem. The Fire Hall is only used once per week so monthly cleaning should suffice.

Talked about fire hydrants and filling the truck using the hydrants.

The Fire Department are taking an inventory of their assets.

Questioned the proposal for the ATV Bridge. Do we have drawings or specification on the bridge?

- The proposal for this project is not that far advanced. If we are successful in securing the funding, CAP Engineering will provide the specifications for the bridge. They did a similar project in St. Lawrence and are confident the same specifications will work here.

Councillor Felix Bailey:

Questioned the need for an ATV bridge crossing Maturin Brook? Initiated discussion on the need to sell the old town hall. Requested clarification on several day-to-day operations such as maintaining the wet wells, use of the fire hydrants etc. Shared his opinion of the design of the new municipal building.

- All topics were discussed.
- Council agreed to delay the sale of the old town hall until a plan is in place for a town depot.

Councillor Lydia Burke:

Planning a Come Home Year committee meeting for Sunday.

Appreciation Night is scheduled for Saturday, July 1st. Planning a cold plate supper.

We need to deal with the acoustics in the new community centre. We also need to determine who will be responsible for bookings, ordering supplies and so on. Protocol and fee structure must be adopted for rentals. What role will the CCC have in the new community centre?

- Suggested we compile a list of questions of items for discussion.

Also, working on organizing Long Harbour Days.

Councillor Norma Keating:

Reported excess garbage in an area near Middle Pond; suggested we add a garbage box to this area.

Requested additional streetlights along the entrance lane to the new municipal building and at the front and back.

- Council agreed with both requests.

Asked if our town will participate in Tidy Towns this year. Did we pay the fee?

Suggested we ask residents to include a section of roadside in their annual cleanup for Tidy Towns.

Trying to organize a community cleanup together with the Fire Department, The 50+ Club and the Sports and Recreation Commission.

Councillor Patricia Burke:

Presented the community scenic quilt. A beautiful piece of work. The sewing group did a fabulous job. Discussed whether the quilt should be put on tickets or if it should be displayed here at the new municipal building.

- Patricia will take this back to the sewing group for discussion.

Questioned if there will be a concert this year for Long Harbour Days.

- There will be a concert again this year.

Reported on the publication of the local history publication. There is a federal grant through New Horizons that we will apply for to help offset the cost of the publication. The maximum grant funding is \$25,000. Planning to meet with the Town Manager next week to work on the application.

Submitted a census of the town. Mt. Arlington Heights or the Cove, has 32 houses with 59 residents. The breakdown of age groups are as follows:

- 0 - 40 years of age – 6
- 41 – 60 years – 22
- 60+ years – 31

Long Harbour or the Bottom has 87 houses with 180 residents. Age groups are as follows:

- 0 – 40 years of age – 46
- 41 – 60 years of age – 61
- 60+ years of age – 73

Total population is 239.

Mayor Gary Keating:

Asked if there was any new information on the break-in at the Fire Hall.

- RCMP are continuing their investigation, however, there is nothing to report at this time.

Questioned the Stop Work Order issued earlier this week to a property owner on the Long Harbour Access Road.

- All development activity has ceased. There has been no contact with the owner or the developer.
- It was agreed to price acoustics solutions for the auditorium.

ADJOURNMENT

MOTION 05-25-17-8 Adjournment

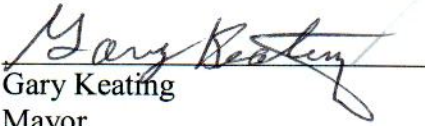
Moved by Councillor Lydia Burke; seconded by Deputy Mayor Kevin McDonald;

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

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

MOTION CARRIED

Date of the Next Meeting: June 15, 2017


Gary Keating
Mayor


Juanita Gosse
Town Manager