

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
October 19, 2017***

In Attendance

Mayor Gary Keating

Deputy Mayor Isadore Gambin

Councillor Patricia Burke

Councillor Kevin McDonald

Absent: Councillor John Turner

Councillor Kathleen Griffiths

Councillor Felix Bailey

Also in Attendance: Town Manager, Juanita Gosse

CALL TO ORDER

Mayor Gary Keating called the regular meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

MOTION 10-19-17-01 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

In Favor: Mayor Gary Keating

Councillors: K. McDonald, P. Burke, F. Bailey, I. Gambin, K. Griffiths

MOTION CARRIED

ADOPTION OF MINUTES, REGULAR MEETINGS

MOTION 10-19-17-02 Minutes of September 21, 2017

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

BE IT RESOLVED THAT the minutes of September 21, 2017, Regular Meeting be adopted as presented.

In Favor: Mayor Gary Keating

Councillors: K. McDonald, P. Burke, F. Bailey, I. Gambin, K. Griffiths

MOTION CARRIED

MOTION 10-19-17-03 Minutes of October 2, 2017

Moved by Councillor Kevin McDonald, seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT the minutes of October 2, 2017, Regular Meeting be adopted as presented.

In Favor: Mayor Gary Keating

Councillors: K. McDonald, P. Burke, F. Bailey, I. Gambin, K. Griffiths

MOTION CARRIED

Call for Nominations for Deputy Mayor

Councillor Felix Bailey nominated Councillor Isadore Gambin

Councillor Kathleen Griffiths seconded the nomination

Councillor Isadore Gambin accepted the nomination

Town Clerk called for other nominations

Mayor Gary Keating nominated Councillor Kevin McDonald

Town Clerk called three times for a seconder

The nomination was not seconded

Town Clerk called three times for other nominations

Hearing none, nominations ceased

Councillor Isadore Gambin was declared Deputy Mayor

Managers' Report – October 19, 2017

Disclosure Statements: All elected officials as well as management must submit a disclosure statement under municipal legislation. Disclosure Statement forms were handed out to all Councillors to complete and return. Councillors were asked to submit the completed forms as soon as possible.

New Municipal Complex: NewLab Engineering and CanAm did a final building site inspection on Thursday, September 21st. They checked the serpentine outlines in the flooring. There is no question that these outlines are hair line cracks in the concrete slab being reflected into the sheet vinyl flooring. These type cracks are directly related to the pace of drying allowed in the floor slab. The faster the slab dries the more cracks. Since CanAm did not do the floor slab they cannot be held responsible for these hairline cracks.

CanAm installed trap guards in all floor drains, Fitness Centre washrooms, Community Centre washrooms and in the kitchen. They installed all new high-flow toilets in the Fitness Centre and the municipal area.

This project is complete. The final claim and the certificate of completion was forwarded to ACOA earlier this week.

Inquiry was made to Jim Harris of Eastern Audio as to whether a wood floor would help soften the sound in the auditorium. Jim doesn't think this will help.

CEEP Grant: Council is approved for funding under a Community Enhancement Employment Program in the amount of \$15,000.00. This funding amount will only allow Council to hire two or three people depending on how many hours are needed to qualify for EI. I recommend the Council's Personnel Committee form the Hiring Committee for this project.

To accept the funding, the following motion is required:

MOTION 10-19-17-04 2017-18 CEEP Funding Approval

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights accepts the funding for Project Number 17-CEEP-18-112 Upgrade Trail to Municipal Water Source from the Community Enhancement Employment Program for \$15,000.00, in the provincial district of Placentia West-Bellevue.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

The Dock at Maturin Pond: Outside staff installed the dock at Maturin Pond; and are experiencing issues with stabilizing it. Met with Frank Maher to discuss the problem. Frank supplied two options; the Chain Retainer and the Brace. It was decided to take the dock in for the winter and deal with the problem when we put it out again in the spring.

Water Treatment: The beavers have been removed from Shingle Pond so we have switched back. Shingle Pond has less color, therefore a better-quality of raw water.

Outside Staff repaired a major waterline break on Monday, October 2, 2017. Distribution was at 80 gpm. After the break was repaired distribution decreased to 42 gpm.

Our Engineering Firm for water works, SNC Lavalin, has moved their office to a new location and are having an open house on Thursday, November 2nd from 2 – 5 p.m. The open house will be held at their new location 1090 Topsail Rd, Mount Pearl, NL. Everyone is welcome to drop by for a meet and greet.

Long Harbour-Mt. Arlington Heights Days Financial Report:

Expenses – \$11,154.65
Revenue – \$2,513.75

BUSINESS FROM PRIVELEGED MEETING

Ratify Motion to Approve - Councillor Orientation

MOTION 10-19-17-05 Councillor Orientation

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

BE IT RESOLVED THAT the Council of Long Harbour-Mt. Arlington Heights will engage JW Consulting to conduct the Councillor Orientation Session.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Ratify Motion to Approve - Personnel Intervention

MOTION 10-19-17-06 Personnel Intervention

Moved by Councillor Kevin McDonald, seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT the Council of Long Harbour-Mt. Arlington Heights will engage JW Consulting to conduct personnel intervention.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

NEW BUSINESS

Eastern Regional Service Board – Service Level Agreement

The 2018 fee per property/unit of service for January 1 – December 31, 2018 will be \$180.00. This fee has remained the same since 2013. This fee covers all waste management services including garbage collection, recyclables collection and bulk items collection.

- The timing of our bulk garbage collection was discussed. It was noted that we have requested Eastern Waste Management change our bulk garbage collection schedule to a more suitable time.

MOTION 10-19-17-07 Eastern Waste Management Service Level Agreement

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights accepts the Service Level Agreement to continue the regional service for an additional three years.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin

Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Eastern Regional Services Board – Board of Directors Elections

The information package outlines the mandate of the Board, an overview of the board including board composition, term, time commitment, compensation, regional representation and the election process for its Board of Directors. The Board is governed by the *Regional Service Board Act, 2012*, and has a mandate on behalf of the Provincial Government to develop and implement a modern waste management system, deliver the Regional Water and Waste Water Operations Pilot Program, and deliver fire and emergency services across the Eastern Region.

The ERSB is comprised of 20 representatives plus a chairperson, for a total of 21 members. The Board positions are paid and all travel expenses are covered for attending committee, board and other meetings as required.

The Town may nominate an individual from our municipality to stand for election in Sub-Region/Ward 7. Call for nomination have commenced and nomination are due by Tuesday, October 31, 2017 at 4:30 p.m.

Municipal Assessment Agency – Call for Nominations

Nominations for the Municipal Assessment Agency Avalon Regional Director will close at 4:00 p.m. on October 26, 2017. Our Municipality is entitled to nominate and to vote for the position. Ballots will be forwarded by November 1, 2017.

I.J. Smith Home Building Centre – Trinity Placentia Flyers

The Flyers Hockey Association is now entering its 9th season. The Association thanked Council for their support and sponsorship of \$250.00 last season and asks that Council assist them again this year.

\$500.00 Gold Sponsorship \$250.00 – Silver \$100.00 – Bronze

An outline of the Sponsorship Board was enclosed.

MOTION 10-19-17-08 I.J. Smith Home Building Centre Trinity Placentia Flyers

Moved by Councillor Felix Bailey, seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights approves the Silver Sponsorship of \$250.00.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, Griffiths

MOTION CARRIED

Request to take over Street Lights on Route 202

Vale no longer accepts responsibility for the streetlights on Long Harbour Access Rd. There are seven streetlights at the intersection to Snake Hill and another five at the turn off to the Long Harbour-Mt. Arlington Heights community. Each streetlight costs \$21.06; there are 3 pole charges as well @ \$6.29 each. The total cost is 271.59 plus HST per month.

MOTION 10-19-17-09 St. Lights on the Route 202 – Long Hr. Access Rd.

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights will take over and pay for the five streetlights at the intersection to the town.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

MNL 2017 Convention

The MNL 2017 Convention will be held at the Corner Brook Civic Centre from November 2nd to November 4th.

MOTION 10-19-17-10 MNL 2017 Convention

Moved by Councillor Felix Bailey, seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights approves travel and accommodations for three councillors to attend the MNL 2017 Convention in Corner Brook

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Department of Municipal Affairs – Fall 2017 Training

Water Treatment Plant Certification training is scheduled for Oct. 31st – Nov. 2nd at Bay Bulls Big Pond Water Treatment Plant. The certification exam can only be taken by an operator with one-year experience operating a water treatment plant.

MOTION 10-19-17-11 Water Treatment Plant Certification

Moved by Councillor Kevin McDonald, seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT Council approves the Water Treatment Plant training for the Town Manager.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Request for Donation – CIBC Run for the Cure

Resident request for donation to the CIBC Run for the Cure.

MOTION 10-19-17-12 Donation – CIBC Run for the Cure

Moved by Councillor Kathleen Griffiths, seconded by Councillor Patricia Burke;

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights will donate \$100.00 to the CIBC Run for the Cure

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Resumes for Office Administrator

Three resumes were received. The Town Manager recommended the Personnel Committee assist in conducting interviews.

Council discussed the requirements for this position. Should the position be full-time, part-time or casual call-in. Council also considered covering the office when the Town Manager is out of the office.

- It was agreed to have someone cover the office while the Town Manager is out of the office for water treatment plant training. It was noted that council is not filling the administrative position at this time.

MOTION 10-19-17-13 Office Administrator

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

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights have the administrative workload assessed to determine the requirements for the position.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Crescent Collegiate Awards Program

Crescent Collegiate is requesting financial support for their Student Awards Program. Sponsors will be acknowledged in the December and June program.

MOTION 10-19-17-14 Student Awards

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

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights will sponsor awards in the amount of \$500.00.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Placentia Area Chamber of Commerce – AGM & Nomination Form

The annual general meeting for the Placentia Area Chamber of Commerce is scheduled for Sunday, November 6th at 6:30 p.m. at the Placentia Bay Cultural Arts Centre, Town Square, Placentia. All members are encouraged to attend. The Chamber of Commerce is accepting nominations for Chair, Vice-Chair, Treasurer, Secretary, and Directors for their Board. Nominations will be accepted to October 25, 2017. The proxy allocates one person to vote on behalf of the organization and is accepted up to the beginning of the annual general meeting.

Vale – Stop Sign exiting the Vale site

This stop sign was erected during the construction phase to help control the traffic flowing off the Vale site. Now that construction is over and traffic is minimal, Vale is proposing the stop sign be changed to a yield sign.

MOTION 10-19-17-15 Yield Sign

Moved by Councillor Kevin McDonald:

THAT the Town Council of Long Harbour-Mt. Arlington Heights approves changing the Stop sign at the exit of the Vale site to a Yield sign.

Motion failed as it was not seconded.

- As the sign is the property of Vale, the decision is ultimately theirs, however, it was agreed that Council would prefer the stop sign be left in place. Council is considering the safety of residents and complacency whereby residents may take it for granted that traffic from the site will stop.

DEVELOPMENT

Application from Spence Corrosion Canada Inc. to Operate an office at 1 Nickel Road – Nature of the Business is Light Industrial.

MOTION 10-19-17-16 Permit to Operate

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

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights approves Spence Corrosion Canada Inc. to operate an office at 1 Nickel Road, former EPCM Building, Long Harbour.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

FINANCE

Cheque Log

MOTION 10-19-17-17 Cheque Log

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

BE IT RESOLVED THAT the cheque log for period September 21, 2017 to October 19, 2017 in the amount of \$49,507.21 be approved as presented.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Cash Analysis

Cash analysis was distributed to all councillors.

CORRESPONDENCE

Department of Municipal Affairs – Municipal Capital Works Application

Applications for funding under the 2017-18 Municipal Capital Works program have been assessed. The Town of Long Harbour-Mt. Arlington Heights submitted two applications; Waterline Upgrade Phase II at an estimated cost of \$1,615,037 and Waterline Upgrade Phase III at an estimated cost of \$673,088. These applications were reviewed and not approved because of a limited program budget and that we have one application incomplete.

ATIP – Traveling with Mobile Devices

On September 18, 2017, Canada's Privacy Commissioner advised that U.S. Customs Officers can look at mobile devices and even demand passwords under American law. If you are an employee of a public body or a custodian of personal information you have a legal obligation to protect the privacy of that information.

Congratulatory Card

Congratulations on your election victory, from Kevin and Doreen Greene.

Municipal Assessment Agency 2016-17 Annual Report

The MAA 2016-17 Annual Report will be kept on file for anyone who may want to read the report. The report can be copied upon request.

Government of Newfoundland and Labrador - BizPal

The Program Coordinator of BizPal congratulates and welcomes the newly elected and re-elected council members. The Town of Long Harbour-Mt. Arlington Heights has been a partner in BizPal since 2016. BizPal is an online service involving a partnership with all levels of government, (federal, provincial and municipal that provides entrepreneurs with customized, integrated list of permits, licenses, and other permission-based requirements, registrations, certificates required to starting a business in Canada.

Without BizPal the burden of compliance imposed on a small business owner, by each level of government, might appear overwhelming. BizPal offers a self-service, web-based tool that allows business clients to generate a list of permits, licenses and other regulatory requirements from all levels of government.

Glenn Clarke for Avalon Director

Glenn Clarke is seeking support for Avalon Director on the MNL Board at the upcoming convention in Corner Brook. Glenn has served on council in Victoria for more than 21 years.

Premier's Forum on Local Government

The second annual Premier's Forum on Local Government is scheduled for Wednesday, November 1st at the Greenwood Inn and Suites in Corner Brook. The commitment to host an annual Forum was made in the Government of Newfoundland and Labrador's "A Stronger Tomorrow, our Five Point Plan" document, and reiterated in the Premier's mandate letter to the Minister of Municipal Affairs and Environment. Sixty-one delegates have been invited; MNL Board of Directors, 10 delegates from the Professional Municipal Administrators, PMA organization, representatives of the Combined Councils of Labrador, the three cities; St. John's, Mount Pearl and Corner Brook and 37 delegates from municipalities randomly selected to attend.

The Town of Long Harbour-Mt. Arlington Heights has been chosen to select and send one council member to be a representative for the Avalon region.

MOTION 10-19-17-18 Delegate to represent the Avalon region at the Premier's Forum

Moved by Councillor Felix Bailey, seconded by Deputy Mayor Isadore Gambin;

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights approves Councillor Patricia Burke to represent the Avalon region at the Premier's Forum on Local Government.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

COMMITTEE APPOINTMENTS

Mayor Keating: Public/Media & Government Contact

Chairperson: Government Relations
Media/Community Relations
Vale Liaison

Member: Finance/Budget & Audit

Deputy Mayor Isadore Gambin: Public/Media/Government Relations/Emergency Preparedness/Human Resources /Public Works

Chairperson: Emergency Management
Personnel/Employment Issues
Strategic Planning

Member: Government Relations
Media/Community Relations
Vale Liaison
Public Works-Water System

Councillor Kevin McDonald: Finance/ Public Works/ Social Activities/Economic Development/Emergency Preparedness/Human Resources

Chairperson: Finance/Budget & Audit
Public Works – Water System
Economic Development

Member: Sports & Recreation
Community Centre Committee
Emergency Management
Personnel/Employment Issues

Councillor Felix Bailey: **Public Works - Roads/Fire Department/Port Development**
Chairperson Roads/Snow-clearing
Fire Department
Port Development

Councillor John Turner: **Public Works – Roads/Fire Department/Port Development**
Member Roads/Snow-clearing
Fire Department
Port Development

Councillor Patricia Burke: **Special Projects/Recycling/Environment**
Chairperson Come Home Year
Seniors
Recycling/Environment

Councillor Kathleen Griffiths: **Social Activates/Sports and Rec/CCC**
Chairperson Social Activities
Sports & Recreation
Community Centre Committee

Committee of the Whole Strategic Planning

ADJOURNMENT

MOTION 10-19-17-19 Adjournment

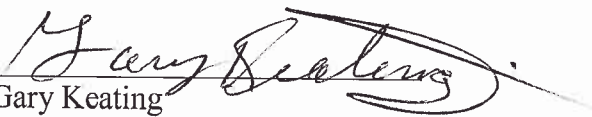
Moved by Councillor Felix Bailey, seconded by Councillor Kathleen Griffiths;


BE IT RESOLVED THAT the meeting be adjourned to a privileged session at 8:55 p.m.

In Favor: Mayor Gary Keating
Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, F. Bailey, K. Griffiths

MOTION CARRIED

Date of the Next Meeting: November 16, 2017


Gary Keating
Mayor


Juanita Gosse
Town Manager