

*Town of Long Harbour - Mount Arlington Heights*  
*Minutes of Regular Meeting*  
*May 17, 2018*

**In Attendance**

Mayor Gary Keating

Councillor John Turner

Deputy Mayor Isadore Gambin

Councillor Kathleen Griffiths

Councillor Kevin McDonald

Councillor Felix Bailey

Councillor Patricia Burke

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 05-17-18-01 Adopt Agenda**

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

**BE IT RESOLVED THAT** the agenda be adopted as presented.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**ADOPTION OF MINUTES, REGULAR MEETINGS**

**MOTION 05-17-18-02 Minutes of April 19, 2018**

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

**BE IT RESOLVED THAT** the minutes of April 19, 2018, Regular Meeting be adopted as presented.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

## **Managers' Report – May 17, 2018**

Come Home Year Event: Continuing to work on this initiative. Confirmed Vale site tours for Friday, August 3<sup>rd</sup>. Meeting with the Executive Committee on Friday.

Student Grants: We have approval for four students under the federal summer student grant program.

Vale Resumes: Fifty-two resumes were delivered to Vale's Human Resource Manager, forty-four from residents and 8 from people affiliated with the town.

ACOA Applications: Working on the proposal for the Walking Trail Rehabilitation.

JCP Application: Two residents are interested in participating in a JCP program. With the approval of Council, we will move forward with the application.

### **MOTION 05-17-18-03 Job Creation Partnership Application**

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

**BE IT RESOLVED THAT** Council approves submitting an application for a 2018 Job Creation Partnership for two Come Home Year Event Coordinators to assist in the planning and implementation of the celebrations.

**In Favor:** Mayor Gary Keating  
Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

Outside Work: Water Treatment Plant is operating well. We did have a problem with the Y connection in the chemical metering skid. Apparently, we had leaks in the piping for the chemical Pax. Cahill were aware of the problem and identified that the piping used on the skid was faulty. They had reported the problem to the manufacturer some time ago and are waiting for a response. Our staff did a temporary fix on the pipe and were monitoring it. Cahill did a temporary repair last week and will replace the faulty pipe when the issue with the manufacturer is resolved.

Earlier this week our outside staff cleaned the wet well at Shingle Pond and replaced the screens. We will schedule the same work for Trout Pond within the next week or two.

We have identified problems with the Welcome signs on Long Harbour Access Road. Apparently, the clear coating is bubbling and retracting from the signs. I am working with Impact Signs to have the signs repaired.

Eric from contractor CanAm was in to look at the entrance doors to the Town Office. He noted the doors are parted and has a plan in place to repair them.

Dock at Maturin Pond: Met with Frank Maher on Monday to discuss the dock we purchased from Maher a couple of years ago. Our outside staff installed the dock last year; however, it was unstable and couldn't be used. According to Mr. Maher, this dock is not appropriate for our intended use. We need a wider

floating dock. I am working with Mr. Maher to return the pieces we purchased and replace them with an EZ floating dock. I'm not sure at this point if there will be an additional cost.

Insurance Claim for the Fire Hall Damage: This file is complete. The damage claim paid to Belfor Property Restoration to repair the damage at the fire hall was \$50,545.72. The amount to be paid to the Town of Long Harbour-Mt. Arlington Heights for missing or damaged equipment is \$4,222.67. A cheque for this amount less \$1,000.00 deductible will be forwarded to the town. The town's submitted a list of items missing after the break-in. The replacement value of these items was \$7,125.79.

The Proof of Loss document must be signed and witnessed before claim will be paid out.

Spring Newsletter: Planning to work on a spring newsletter. Please forward any items you wish to include in the newsletter

### **BUSINESS FROM THE MINUTES**

**Properties with Unknown Owners:** Deferred to next meeting.

### **NEW BUSINESS**

#### **Workshop - Getting Started with Asset Management**

The Atlantic Infrastructure Management Network is offering this education session at the Clarendville Inn on June 11<sup>th</sup> and 12<sup>th</sup>. This training scheduled for June 11<sup>th</sup> is for municipal staff and the one scheduled for June 12<sup>th</sup> is for elected officials. The cost is \$99.00 per person.

#### **Municipal Affairs & Environment – Training Course**

Municipal Affairs & Environment is offering a training course on Conflict of Interest and Conducting Municipal Council Meetings on May 29<sup>th</sup> in Placentia. The session runs from 9:00 a.m. to 4:00 p.m.

#### **MOTION 05-17-18-04 Municipal Training Course**

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

**BE IT RESOLVED THAT** Council approves travel for one elected official to attend the training course in Placentia.

**In Favor:** Mayor Gary Keating  
Deputy Mayor Isadore Gambin

**Councillors:** K. McDonald, F. Bailey, P. Burke, K. Griffiths, J. Turner

**MOTION CARRIED**

#### **Survey of Water Treatment Plant Property**

The resident at 42 Newtown Road has agreed to surrender the right-of-way from his property to Pumphouse Rd. He is requesting that Council update his survey to show the removal of the right-of-way. The resident has purchased additional land from the Crown and the updated survey will include this

property as well as the adjoining parcel showing in another name. All properties would be surveyed as one parcel. The additional land for the water treatment plant was approved by Crown Lands and the final step is to have it surveyed and registered. Thorne's Survey offered a discount price to do both surveys for \$2,010.00 plus HST. That is \$790.00 for the additional water treatment plant property and \$1,000.00 to update the neighboring parcel plus the cost of pins and HST.

**MOTION 05-17-18-05 Survey WTP Property and Update Survey for Neighboring Property**

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

**BE IT RESOLVED THAT** Council approves retaining Thorne's Survey to do survey the water treatment plant property and to updating the neighboring property survey for the quoted price.

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

**MOTION CARRIED**

**Newfoundland Power – Business Energy Forum Information Session**

Newfoundland Power is hosting a Business Energy Forum Information Session in Carbonear on Wednesday, May 30<sup>th</sup>, 2018 from 9:00 to 11:00 a.m. This information session is exclusively for businesses and municipal leaders and will offer advice on managing electricity costs and energy efficiency improvements.

**MOTION 05-17-18-06 Business Energy Forum Information Session**

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

**BE IT RESOLVED THAT** Council approves travel for one elected official to attend the information session.

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

**MOTION CARRIED**

**New Horizons Seniors Program**

Email message from MP Ken McDonald. The Government of Canada has announced a call for proposals for community-based projects supporting seniors. The New Horizons for Seniors program 2018-2019 is designed to enhance the well-being and quality of life, as well as enable seniors to stay active and share their knowledge, skills and experiences with other community members. The call for proposals is open until June 15, 2018.

Councillor Burke spoke with MP Ken McDonald about our previous application for New Horizons Seniors funding. According to their review officer, our proposal lacked senior leadership and senior volunteerism. Councillor Burke did not agree with this evaluation nor the negative response.

- As requested, the response was forwarded to MP Ken McDonald.

### **Floating Dock for Sale**

Resident is selling an 8 x 12 floating dock made completely from pressure treated materials. The dock has eight plastic barrels for flotation and the whole frame is assembled with galvanized carriage bolts.

Also included is a 4 x 12 hinged gangway and removal axle for launching and removing from water. As well, included is a removal draw-bar for moving around with a vehicle. The asking price is \$1,800.00.

- Council is currently working with Maher to install the dock purchased from them two years ago.

### **Using the Seniors Room for Pedicure Appointments**

Councillor Patricia Burke asked to add this to the agenda.

Seeking Council's approval to allow a pedicurist to take appointments and work from the Seniors Room. This will bring another service to our community.

- General agreement to offer the Seniors Room for pedicure appointments.

## **DEVELOPMENT**

### **FINANCE**

#### **Cheque List**

The cheque log was presented for the period of April 20 to May 17, 2018 in the amount of \$42,441.99.

#### **MOTION 05-17-18-07 Cheque Log**

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

**BE IT RESOLVED THAT** the cheque log for period April 20, 2018 to May 17, 2018 in the amount of \$42,441.99 be approved as presented.

**In Favor:** Mayor Gary Keating  
Deputy Mayor Isadore Gambin  
**Councillors:** K. McDonald, F. Bailey, K. Griffiths, J. Turner

**MOTION CARRIED**

**Cash Analysis** Cash analysis was distributed to all councillors.

## **CORRESPONDENCE**

### **Clar Simmons Scholarship**

Each year the Municipal Assessment Agency offers two \$1,000.00 student scholarships. The scholarship is open to students of an elected official or municipal employee. The application process and the application form can be picked up from the office.

### **Department of Transportation and Works – Summer Maintenance Program**

The Department of Transportation and Works in cooperation with the Department of Municipal Affairs & Environment, is seeking input on your community's summer maintenance priorities. The last date to submit priorities was May 9<sup>th</sup>, 2018. In consultation with our Roads Committee our priorities were:

1. Guiderail Repair
2. Shouldering
3. Ditch Maintenance

### **Norman's Cove-Long Cove Royal Canadian Army Annual Review**

The Norman's Cove-Long Cove Royal Canadian Army Annual Review is scheduled for May 27, 2018 at the Holy Family School in Chapel Arm at 4:40 p.m. Guests are asked to be seated at 1:00 p.m. for the arrival of the Reviewing Officer. We are asked to RVSP by May 16, 2018.

General agreement that Councillor Burke will attend as representative of Council.

### **Email from Resident Kayla Power**

Email was copied to all councillors.

- It was agreed to acknowledge her email.

### **Strategic Planning-Results from Survey**

The survey results were copied to all councillors.

The town mailed out 154 surveys; 21 were completed or partially completed and submitted for a 13.6% response.

The information was forwarded to LHDC to be considered in Strategic Planning.

It was noted that a Strategic Planning Meeting will be held Tuesday, May 22, 2018 from 5:30 – 10:30 p.m.

## **COMMITTEE REPORTS**

### **Councillor Kevin McDonald**

**Emergency Management Plan** – sent an email to Gary Rideout April 20, 2018 requesting an update on the Emergency Management Plan also what their expectation were regarding an emergency response call

Regular Meeting May 17, 2018

from them to our Fire Department. I received a call from Gary Rideout stating that they would set up a meeting with ourselves to develop a MOU regarding our response and also an Emergency Management Plan and ERP plan will be put in writing.

**Vale, Local Hiring Process** - Meeting was held on May 4<sup>th</sup> to review categorization of resumes. The resumes were then forwarded on to Vale for processing. Received a response from Doug Youdon on May 14<sup>th</sup> stating he would get back to us this week.

**Fire Department** – I sent off an email to Felix and John suggesting that we reach out to Jim Barry, the Fire Protection Officer for our area, to do an evaluation of our Fire department to identify opportunities/deficiencies.

**Eastern Regional Service Board** – attended a monthly meeting on April 25 - nothing to report of any significance just the ongoing saga regarding the waste fees in the cabin areas. There was also a Governance meeting on May 17<sup>th</sup>. Discussed setting up a Joint Council Meeting for the South West Avalon area for which I represent. There is a fair amount of work involved in setting this up, but I believe it is something that should be done as there are only two areas that don't have Joint Council meeting; the other area is Clarendville. The plan is to send out a notice to the Councils in the area to introduce the concept.

**Human Resources** – met with outside maintenance person to discuss issues, items discussed for the most part were resolved and forwarded on for response or resolution.

**Audit/Finance & Economic Development** - Tax Agreement with Vale – A letter was sent to Vale on the first week of May inquiring about negotiations of the 2019 Tax agreement. Still waiting on a response.

**Public Works** – On Monday May 7<sup>th</sup> received a call regarding a faulty analyzer and required the call in of Duane to rectify the problem.

Regarding flow capacity of our Fire Hydrants: A report was received from Darren Patey regarding the flow to each fire hydrant. In summary the fire hydrants can be used for the most part to fill the pumper truck but again our system is not designed to fight fires as our treatment plant cannot produce water to the same level as it is being distributed from the fire hydrants. This information was sent to the Fire Department.

**Strategic Planning** – We met on May 8<sup>th</sup> and will be scheduling a workshop with Council to work on the Strategic Plan. The meeting date is to be determined.

**Community Affairs/Recreation** – A Mother's Day dance was held on May 12<sup>th</sup>. Would like to have seen a larger turnout but those that attended had a great time. The announcement was sent out by one-call twice and notices were put on Facebook and shared by others as well flyers were posted in the two-convenience stores and post office.

**Come Home Year** – Executive meeting was held, and they are hoping to finalize a schedule of events by the end of May.

### **Councillor Patricia Burke**

Municipal Symposium - Thanked Council for allowing her to attend the Municipal Symposium in Gander. The education sessions were very informative and included: Workplace Harassment, Fire Departments, New Tidy Towns Program, Wastewater Treatment, Vigilant Management, Asset Management, the Launch of Virtual Town Square, Cameras, Conflicts and Arbitration Clauses, Parliamentary Procedures 101 and the Future of Public Service in NL. Her written synopsis will be copied for all councillors.

Age Friendly: Attended Age Friendly Expo in Placentia and brought back information.

Clean Up for Come Home Year: Schedule Clean-up Day for May 25 or June 1, 2018.

Church Business: Reported on the problems with the septic system at the Church.

- Councillor Kevin McDonald is working with a local company to get the system repaired.

### **Deputy Mayor Isadore Gambin**

Human Resources: Had a good meeting with a member of the outside maintenance staff.

Strategic Planning: Ready to schedule a Strategic Planning Session.

### **Councillor John Turner:**

Fire Department: Fire Department would like to know where their boundaries are for emergency response.

- It was established that their boundaries are the same as the town's boundaries.
- Considering the Vale Nickel site; they are to leave the pumper at the gate.

### **Councillor Kathleen Griffiths**

Nothing to report. Suggested that Council provide the Fire Department with a boundary map.

### **Councillor Felix Bailey**

Fire Department: Members are continuing to discuss the style of building necessary for storing combustibles, fuel etc.

Firefighters reported exterior lights not working around the fire hall building. This is the responsibility of the outside maintenance staff. Requesting to have the parking lot sealed and lines painting.

Talked about training logs and the need for Council to have a copy of these reports.

### **Mayor Gary Keating**

Mayor Keating is continuing his efforts to provide our residents with employment opportunities on the Vale site. As was reported earlier, Council collected and forwarded 44 resumes from residents of Long Harbour-Mt. Arlington Heights and eight from people affiliated with our town. The resumes were forwarded to Doug Youden, Vale's Human Resources Manager.



Discussed the possibility of the town council hosting a Job Fair here at our Community Centre. Vale is in favor of this initiative; however, the fair would be open to the local area. It was suggested we schedule it for the first or second week in July.

Vale proposes to invite their major on-site contractors, Pennecon, Driver, Intergraded Logistics, Clean Harbours, Prax Air and Grader to participate as well as companies near the Vale site such as Eastern Composite. They would also invite a couple of their major suppliers from Placentia as well as Voisey's Bay Labrador Underground. We also talked about inviting the Placentia Chamber of Commerce.

The next step is for Council to approve the initiative and then we can put together a working committee to plan and schedule the event.

**MOTION 05-17-18-08 Job Fair**

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

**BE IT RESOLVED THAT** the Human Resources Committee and senior staff will work with Vale to host their Job Fair at the Community Centre.

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

**MOTION CARRIED**

Mayor Keating suggested that Council go a step further for our residents and schedule a Job Fair preparation session. This would provide residents with additional employment related information to help prepare them for the Job Fair. We can share a list of company participants and their website information, so our residents could research selected companies in preparation for the Job Fair.

Strategic Planning: LHDC president Joe Bennett has put a lot of work into this initiative. He has a slide show presentation created and ready for viewing.

**ADJOURNMENT**

**MOTION 05-17-18-09 Adjournment**

Moved by Councillor Kevin McDonald, seconded by Deputy Mayor Gambin;

**BE IT RESOLVED THAT** the meeting be adjourned to a privileged session at 9:05 p.m.

**In Favor:** Mayor Gary Keating  
Deputy Mayor Isadore Gambin  
**Councillors:** K. McDonald, F. Bailey, K. Griffiths, J. Turner

**MOTION CARRIED**

*Regular Meeting Resumed at 9:30 p.m.*

Mayor Keating called the meeting to order at 9:30 p.m.

**Human Resource Issue**

**MOTION 05-17-18-10 Human Resources Issue**

In relation to the personnel issue brought forward by the Human Resource Committee. The committee has recommended Council obtain a legal opinion on the matter.

Moved by Councillor Kevin McDonald, seconded by Councillor Felix Bailey

**BE IT RESOLVED THAT** the Council of Long Harbour-Mt. Arlington Heights has agreed to obtain a legal opinion on the personnel issue as presented to Council by the HR Committee.

**In Favor:** Mayor Gary Keating  
Deputy Mayor Isadore Gambin  
Councillors: K. McDonald, F. Bailey, K. Griffiths, J. Turner

**MOTION CARRIED**

**MOTION 05-17-18-11 Adjournment**

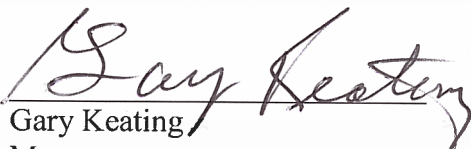
Moved by Councillor Kevin McDonald, seconded by Councillor Felix Bailey;

**BE IT RESOLVED THAT** the meeting be adjourned to a privileged session at 9:35 p.m.

**In Favor:** Mayor Gary Keating  
Deputy Mayor Isadore Gambin  
Councillors: K. McDonald, F. Bailey, K. Griffiths, J. Turner

**MOTION CARRIED**

**Date of the Next Meeting:** June 21, 2018

  
\_\_\_\_\_  
Gary Keating  
Mayor

  
\_\_\_\_\_  
Juanita Gosse  
Town Manager