

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
November 22, 2018***

In Attendance

Deputy Mayor Isadore Gambin

Councillor Kathleen Griffiths

Councillor Kevin McDonald

Councillor John Turner

Councillor Merrill Norman

Councillor Patricia Burke

Absent: Mayor Gary Keating

Also in attendance: Town Manager, Juanita Gosse

CALL TO ORDER

Deputy Mayor Isadore Gambin called the regular meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

MOTION 11-22-18-01 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

In Favor: Deputy Mayor Isadore Gambin

Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 11-22-18-02 Adoption of Minutes – September 20, 2018

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

BE IT RESOLVED THAT the minutes of September 20, 2018, Regular Meeting be adopted as presented.

In Favor: Deputy Mayor Isadore Gambin

Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

MOTION 11-22-18-03 Adoption of Minutes – October 18, 2018

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

BE IT RESOLVED THAT the minutes of October 18, 2018, Regular Meeting be adopted with the following correction: The date of the Community Christmas Dinner is Saturday, December 8, 2018.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

Town Managers Report

Office received two complaint from a resident. One regarding the many stray cats around the community and the other about the trail to the country behind Frank Greene's.

Town staff will do trail upgrades over the winter.

There is no policy regarding stray cats. This is something Council may want to consider.

Cahill was in on Thursday, November 8th for water treatment plant training with the outside staff.

Working on the 2019-20 Capital Works applications, the 2019 Budget and the 2019 Community Calendar.

The following motions of Council are required to proceed with the Capital Works applications.

2019-20 Municipal Capital Works Application – Waterline Replacement Phase II

MOTION 11-22-18-04 2019-20 Capital Works Application

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights will apply for Waterline Replacement Phase II in the amount of \$1,406,540.56 as estimated by SNC Lavalin.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

MOTION 11-22-18-05 Funding Town Share of the 2019-20 Capital Works Application – Waterline Replacement Phase II

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights will fund their share of the 2019-20 Capital Works Project, Waterline Replacement Phase II, from their general operating account.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, K. Griffiths, J. Turner, M. Norman

MOTION CARRIED

2018-19 Municipal Capital Works Application – Waterline Replacement Phase III

MOTION 11-22-18-06 2019-20 Capital Works Application

Moved by Councillor Kathleen Griffiths, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights will apply for Waterline Replacement Phase III in the amount of \$605,103.95 as estimated by SNC Lavalin.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, K. Griffiths, J. Turner, M. Norman

MOTION CARRIED

MOTION 11-22-18-07 Funding Town Share of the 2019-20 Capital Works Application – Waterline Replacement Phase III

Moved by Councillor Merrill Norman, seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights will fund their share of the 2019-20 Capital Works Project, Waterline Replacement Phase III, from their general operating account.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

BUSINESS FROM THE MINUTES

Properties with Unknown Owners or Addresses

This task is ongoing. Councillor McDonald and I have met and had some discussion on the properties.

NEW BUSINESS

Department of Municipal Affairs – Municipal Review

Municipal Review was copied to all councillors. Recommendations will be brought forward to a budget meeting.

MOTION 11-22-18-08 Municipal Review

Moved by Councillor Kathleen Griffiths, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights adopts the Municipal Review as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Eastern Composite Services

Letter was copied to all councillors. Eastern Composite Services is requesting Council review the overall tax levies for their company. Eastern Composite states that even though their business is located within the town's boundaries, their location is devoid of all municipal services.

- Request will be considered during the budget process.

2019 Budget and Tax Structure

Working on the tax agreement with Vale.

- Deferred to next meeting.
- Budget meeting scheduled for Thursday, November 29, 2018, at 7:00 p.m.

2017 Federal Gas Tax Audited Report

The report was copied to all councillors.

MOTION 11-22-18-09 2017 Federal Gas Tax Audit

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights adopts the audited 2017 Federal Gas Tax report as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Site Specific Safety Plan

The policy was provided to all councillors for review.

This Site-Specific Safety Plan is for the transportation of ice control materials from the Department of Transportation and Works Depot, for the winter season 2018-19.

MOTION 11-22-18-10 Site Specific Safety Plan

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights adopts the Site-Specific Safety Plan as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Town of Long Harbour-Mt. Arlington Heights Vision Statement

Our vision is to develop a rural town that is committed to continuing to provide service excellence where all members of the community can expect to enjoy life in a culturally rich environment that is progressive, healthy, safe, respectful and inclusive.

MOTION 11-22-18-11 Vision Statement

Moved by Councillor Merrill Norman, seconded by Councillor Patricia Burke;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights adopts the Mission Statement as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Town of Long Harbour-Mt. Arlington Heights Mission Statement

Our mission is to enrich the quality of life for all residents of the town of Long Harbour-Mt. Arlington Heights, to serve with caring and responsible government, to engage by listening and responding to community needs, and to inspire with new ideas and creative solutions.

MOTION 11-22-18-12 Mission Statement

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

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights adopts the Mission Statement as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Town of Long Harbour-Mt. Arlington Heights Value Statements

Accountability – We are responsible and accountable for our actions. We follow up and we follow through.

Innovation – We maintain open minds to foster creativity and better ways of accomplishing objectives.

Responsiveness – We engage our residents and respond in a timely manner. We are flexible to address the ever-changing priorities of our community.

Integrity – We promote trust and honesty in our relationships. We are consistent, empathetic and fair.

Teamwork – We work together as a team to maximize our strengths and pursue our opportunities for growth.

MOTION 11-22-18-13 Values Statements

Moved by Councillor Merrill Norman, seconded by Councillor Patricia Burke;

BE IT RESOLVED THAT the town of Long Harbour-Mt. Arlington Heights adopts the Mission Statement as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Former Town Office – Municipal Depot

- Defer to Budget meeting

Municipal Water Supply Dam Break Flood Study

Golder Associates Ltd. has recently been awarded a contract from the Provincial Government to evaluate the potential effects of a water supply dam break in various communities across the province. The study involves dam break flood mapping to be used in emergency management planning.

Golder Associates are requesting consent to move forward with a Dam Break Flood Study in Long Harbour-Mt. Arlington Heights.

MOTION 11-22-18-14 Dam Break Flood Study

Moved by Councillor Kevin McDonald, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights approves Golder Associates to carry out a Dam Break Flood Study in the town of Long Harbour-Mt. Arlington Heights.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

Citizen's Crime Prevention Association

This year the Citizens Crime Prevention Association of NL is celebrating its 30th Anniversary of helping make NL Communities safer. To mark their anniversary, the Citizens Crime Prevention Association of NL will print 10,000 copies of a Bullying Prevention Awareness Guide, to help victims of Verbal, Social, Physical and Cyber Bullying. The guide will be distributed across Newfoundland and Labrador to schools, libraries and other public facilities.

The rate sheet for advertising in the guide is attached, however, any level of support would be appreciated.

MOTION 11-22-18-15 Citizens Crime Prevention Association of NL

Moved by Councillor John Turner, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights will support the Citizens Crime Prevention Association of NL with a donation of \$ 100.00

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

PMA Professional Development & Training

Professional Municipal Administrators are inviting Municipal Administrators & Elected Officials to attend a training session on Friday, November 23, 2018, at the Holiday Inn, St. John’s.

- 9:00 – 11:00 a.m. – Writing Effective Policies
- 11:00 a.m. – 12:00 p.m. – Public Procurement Act – Member feedback since implementation
- 1:00 – 2:00 p.m. – Membership Meeting

Registration fee is \$74.75

Golden Bay 50+ Club – Annual Christmas Party

The Golden Bay 50+ Club will once again host the annual Christmas Party for residents of Long Harbour-Mt. Arlington Heights. This year they will provide a hot turkey dinner and are requesting a donation to help offset the cost.

Councillor Kathleen Griffiths declared a conflict of interest.

MOTION 11-22-18-16 Annual Christmas Party Donation

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

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights approves a donation to the Golden Bay 50+ Club in support of the annual Christmas Party. The donation will match the amount given last year.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, J. Turner, M. Norman

MOTION CARRIED

DEVELOPMENT

Crown Land Referral

Application file number 1-34249 was copied to all councillors for review. Application for Crown Land for residential cottage within the Town’s boundaries. The zoning of this area is Rural, and according to our Development Regulations this development is only permitted in the Rural Zone under Discretionary

Use. Therefore, if the Town is satisfied that the development would not be contrary to the general intent and purpose of our Development Regulations, the Municipal Plan, or any further scheme or plan or regulation, the Town shall, at the expense of the applicant, give notice of an application for a permit or approval in principle, by public advertisement.

MOTION 11-22-18-17 Crown Land Referral – File No. 1-34249

Moved by Deputy Mayor Isadore Gambin, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights will consider the Crown Land referral file number 1-34249 under Discretionary Use.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths, J. Turner

MOTION CARRIED

FINANCE

Cheque List

The cheque log was presented for the period October 19, 2018 – November 22, 2018, in the amount of \$41,275.36

MOTION 11-22-18-18 Cheque Log

Moved by Councillor Kathleen Griffiths, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the cheque log for period October 19, 2018 - November 22, 2018, in the amount of \$41,275.36 has been approved as presented.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

Cash Analysis Cash analysis was distributed to all councillors.

CORRESPONDENCE

Eastern Regional Service Board

Document was copied to all councillors.

Eastern Regional Service Board has adopted its 2019 budget for the delivery of services and the structure that will be in effect in 2019. These fees have not changed since 2013 and remains at \$180.00 per household.

The ERSB's annual guidebook which includes information on services; collection calendars and schedules for 2019 will be mailed out in November. This information can also be viewed on their website.

In the summer of 2019 ERSB will be providing Household Hazardous Waste collection events with the assistance of volunteer fire departments. Each participating fire department will receive a \$1,000.00 contribution.

The ERSB has been given the mandate to provide fire and emergency protection services across the region. The focus of this mandate is to bring fire and emergency services to areas that currently do not have a service in place or a formal agreement with a community for service.

In 2015 the Provincial Government implemented a program to provide consulting advice to communities through the Regional Water and Wastewater Systems Operator pilot program. The focus of this program was to document wastewater requirements and to assist communities in reducing the frequency and duration of boil water advisories. This is a free service provided by the ERSB with the support of the Province.

The ERSB has been providing support to four joint councils that have been meeting and working cooperatively to improve service delivery for their residents. The minutes of the joint council meetings can be found on the ERSB website as well as the dates and times for future meetings. Through the work of the ERSB several new initiatives have been explored with potential for these services, joint water technicians, and shared municipal enforcement officers. In other cases, the joint councils have been successful in implementing projects such as regional economic development and tourism supported by ACOA funding, regional lists of property tax assessments commissioners and advocacy to the Province for regional projects to upgrade passing lanes on the Veteran's Memorial Highway; and, funding for new fire and emergency protection equipment.

To build upon the good work that is taking place at the joint council tables ERSB is actively developing four new joint councils in areas in which they do not exist – Clarenville/Random Island, Whitbourne, Cape Shore and St. Mary's Bay. ERSB encourages towns, local service districts and municipal leaders to get involved in these joint councils as they are an excellent way to enhance regional cooperation and improve services to your residents.

The ERSB has developed a Facebook group, (NL Community Leaders Forum) for municipal leaders to share information and debate issues that are of common interest to towns and local service districts.

ATIPP – Recent OIPC Court Decisions

The ATIPP Office report was copied to all councillors for information purposes.

Office of the Information and Privacy Commissioner – Transitory Records

This document was copied to all councillors for information purposes.

COMMITTEE REPORTS

Councillor Kevin McDonald:

Vale – Emergency response report from the mock exercise is forthcoming and should be available next week.

Fire Department – the 2020 second information session is set up for Thursday Nov 29/2018. The email was forwarded on to the Fire Department and they should really make an effort to attend these sessions via on line.

ERSB – attended a Governance meeting on Nov 20th a lengthily discussion over the cabin tax prompted a work shop to be set up for first week of December, this applies to cabin owners. The regular monthly meeting is scheduled for Nov 28th.

HR – both temporary full-time positions have been filled for over a year and we should consider applying benefits to both of these positions.

- The HR Committee will meet tomorrow, Friday, November 23, 2018, to discuss full-time positions and will bring a recommendation to Council.

Audit/Finance & Economic Development – We met with Vale to review their response for the Tax Agreement on Nov 19th and we replied with a counter offer and are awaiting their response. We are hoping that we will have this final tax agreement completed this week.

Public Works/Roads – We experienced a major waterline break and it has been determined to install more main line shut off valves in an attempt to better locate water breaks specifically in the Cove. The Dept of Hwy's repaired the damage guardrail by the Big Head on Nov 12th along with other undermined area along the road.

Strategic Planning – Council met on Nov 18th and we need to continue to work on this plan.

Community Affairs/Recreation – the children's and adult Halloween party and dance were held. There was a good turnout for the dance. The 50+ Dance is set up for Dec 8th and hopefully we have a good turnout, a hot meal is being served. The sports committee will be decorating the hall on Nov 30th for the Xmas events. Christmas Breakfast with Santa and the Sports and Recreation Xmas Bingo will be on Dec 16th, let's all make an effort to attend both of these events. There will be a Boxing Day dance sponsored by the Town and a New Year's Eve dance and pot luck event sponsored by the Sports and Recreation Committee.

CHY – We had an appreciation event for the CHY committee members and was well attended and appreciated by all.

Councillor Patricia Burke:

Councillor Burke questioned if the Council will again this year deliver flowers to seniors and shut-ins. She noted there is \$1,050.00 in the Age Friendly fund to cover the cost.

MOTION 11-22-18-19 Christmas Delivery to Seniors and Shut-in's

Moved by Councillor Kathleen Griffiths, seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights will fund the Christmas gift delivery to Seniors and shut-in's again this year.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

Reported a complaint about the mess on Veteran's Road do to a tree blowing down.
- Town outside maintenance staff will clean up the road.

Asked if Council will plan a Christmas social for councillors and staff this year.

MOTION 11-22-18-20 Christmas Social

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

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights will have a Christmas Social at Monty's Place for councillors, staff and their spouses. Tentative dates for the social are Friday, December 14th or Sunday, December 16th.

In Favor: Deputy Mayor Isadore Gambin
Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

Councillor Merrill Norman:

Attended a seminar on conducting effective meetings. Thanked Council for supporting this initiative.

Fire Department reviewed the balance of their 2018 budget, as was provided by the town office.

Reviewed Vale's Emergency Management Plan pertaining to Dam Breaks.

The fire department is looking for space to store flammables and wondered about space in the old municipal depot.

Will follow-up on the Fire Department online training.

Councillor Kathleen Griffiths:

Preparing for the Annual Community Christmas Party. There is a great response with 120 tickets sold thus far.

Talked about placing a one-call to remind residents of the Community Christmas Party.

- Kathleen will call the office tomorrow to discuss the details of the one-call.

Councillor John Turner: Nothing

Deputy Mayor Isadore Gambin:

Will meet with Councillor McDonald to discuss staff benefits and bring recommendation to Council.

ADJOURNMENT

MOTION 11-22-18-21 Adjournment

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

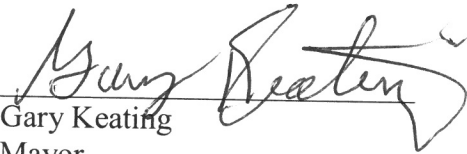
BE IT RESOLVED THAT the meeting be adjourned at 8:30 p.m. to a privileged session


In Favor: Deputy Mayor Isadore Gambin

Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman, J. Turner

MOTION CARRIED

Date of the Next Meeting: December 6, 2018


Gary Keating
Mayor


Juanita Gosse
Town Manager