

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
October 17, 2019***

In Attendance

Councillor Kevin McDonald

Councillor Patricia Burke

Councillor Merrill Norman

Councillor Kathleen Griffiths

Absent: Mayor Gary Keating

Absent: Deputy Mayor Isadore Gambin

Absent: Councillor John Turner

Also, in attendance: Juanita Gosse, Town Clerk/Manager

CALL TO ORDER

MOTION 10-17-19-01 Call for Chairperson

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

BE IT RESOLVED THAT Councillor Kevin McDonald will chair this meeting.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

Councillor McDonald called the regular meeting to order at 7:05 p.m.

ADOPTION OF AGENDA

MOTION 10-17-19-02 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 10-17-19-03 Adoption of Minutes of September 19, 2019

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

BE IT RESOLVED THAT the minutes of September 19, 2019, Regular Meeting, be adopted as presented.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

MOTION 10-17-19-04 Adoption of Minutes of Special Meeting of September 30, 2019

Moved by Councillor Patricia Burke seconded by Councillor Kathleen Griffiths;

BE IT RESOLVED THAT the minutes of the Special Meeting of September 30, 2019, be adopted as presented.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

BUSINESS FROM THE MINUTES

Meeting with Vale

Notes from the meeting with Vale were forwarded to all councillors for review.

From the meeting:

- Vale forwarded an updated site contractors list.
- I've contacted each contractor to ask that they share their job ads with the town. Received an excellent response.

Eastern Composite will email job ads to the town office

Integrated Logistics posts all job ads on Indeed.com

Garda will forward job ads to the town office

Provincial Ready Mix will send us a link to their job ads

LHDC- Middle Pond Subdivision

Ratify the Resolution made in the Special Meeting of September 30, 2019.

Before we ratify the Resolution, I'm seeking a motion confirming that Councillor McDonald is not in a conflict of interest regarding this matter.

MOTION 10-17-19-05 Conflict of Interest – Re: Middle Pond Subdivision

Moved by Councillor Patricia Burke seconded by Councillor Merrill Norman

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights declares that Councillor Kevin McDonald is not in a conflict of interest regarding the Middle Pond Subdivision matter.

In Favor: Councillors: P. Burke, M. Norman, K. Griffiths, M. Norman

MOTION CARRIED

MOTION 10-17-19-06 Ratification of Resolution – Special 09-29-19-01

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

BE IT RESOLVED THAT the Town Council of Long Harbour-Mt. Arlington Heights ratified Resolution – Special 09-29-19-01 which releases and discharges R.J.G. Development Inc. from the Middle Pond Development Agreement dated the 29th day of January 2013 and reimburses RJG Development Inc. the full amount of the Security Deposit.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

12 Newtown Road

- a. The report from SNC Lavalin was provided to all councillors to review.
 - b. Minutes provided by the landowner of the meeting with the Public Works - Water System Committee was copied to all councillors for review.
- The Public Works – Water Systems Committee met with the residents of 12 Newtown Road to study and discuss the report from SNC Lavalin. The report offers four options to redirect the discharge from the Water Treatment Plant. After reviewing the report, the Water Systems Committee recommends Option 1.

Letter from residents of 12 Newtown Road was also distributed to all councillors. Letter reviews the meeting with the Water Systems Committee and thanks the Town representatives for taking the time to meet with the residents of 12 Newtown Road. It's also a formal request to have an environmental assessment completed, and a reclamation plan developed for the property at 12 Newtown Road.

- It was agreed to acquire cost estimates for an Environmental Assessment of the property at 12 Newtown Road.

SNC Lavalin Report - Option 1 to redirect the supernatant from the Water Treatment Plant: install an underground storm sewer piping system by connecting to the existing discharge line and extending it to the roadside ditch on Main Road at an approximate path as indicated on the Site Plan in Appendix B of the report. The discharge line from the treatment facility will terminate at the Main Road ditch and utilize the existing outfall/culvert that crosses Main Road and deposits runoff into the ocean.

SNC Lavalin recommends Option 1. SNC Lavalin provided Class 'D' estimates:

Construction \$85,144.85
Engineering \$10,217.38
Total Cost: \$95,362.23

MOTION 10-17-19-07 – Authorization of Work

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

BE IT RESOLVED THAT based on the report from SNC Lavalin, the Town Council of Long Harbour-Mt. Arlington Heights will implement Option 1 to redirect discharge from the Water Treatment Plant.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

Town Managers Report

Maturin Pond ATV Bridge Project: Once LHDC takes control of the Middle Pond Subdivision they will transfer ownership of this property to the town.

Eastern Health Community Consultations: Eastern Health requested a meeting with Council this coming fall to discuss what's happening in our community, and eventually form a Community Advisory Committee. Council agreed on a meeting date of Oct. 24, 2019. This date didn't work for representatives of Eastern Health, so they are requesting to meet on Monday, Oct. 28th at 7pm.

- This meeting date is confirmed.

Trinity Placentia Junior Flyers - Free home game tickets were received if anyone is interested.

Dilapidated Building – Received a complaint from resident about the dilapidated building behind the former town hall. Some time ago the owner tried to sell this property only to have it disputed by the Crown. I checked the Crown Land website and it seems the property has not been granted yet.

- Write the Crown regarding the dilapidated building.

Water Distribution: Our average water consumption is 40 gallons per minute. Outside staff found another waterline break in the Cove. They will repair this break tomorrow morning.

MNL Convention: The deadline date to register for the MNL Convention and Trade Show is October 25th. Please confirm with me before this date if you plan to attend.

2020 Budget: The 2020 Budget will have to be approved and adopted at our next regular council meeting scheduled November 21st. I will need to meet with the Finance Committee to discuss the 2020 budget before this date.

DELEGATIONS - None

NEW BUSINESS

Crescent Collegiate Awards Program

Letter thanks Council for their continued support of the Students Awards Program and graciously asks for financial support again this year.

This donation will be acknowledged in the December program and again in June. All sponsors are invited to attend both sessions and present the award on behalf of their organization. The formal cap and gown ceremony is scheduled for Wednesday, December 18, 2019 at 7:00 pm.

If a councillor plans to attend, please advise the office staff so we can inform the school.

In 2018 Council donated \$500.00 to the Student Awards Program.

MOTION 10-17-19-08 Donation to the Student Awards Program

Moved by Councillor Patricia Burke seconded by Councillor Merrill Norman;

BE IT RESOLVED THAT the Council of Long Harbour-Mt. Arlington Heights donates \$ 500.00 to the Crescent Collegiate Student Awards Program.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

Community Centre

We need additional chairs for the community centre. Last year we didn't have enough chairs for the Christmas dinner. As well, we have a community centre booking for 200 people in July of 2020.

A quote from Direct Chairs Canada to purchase an additional 100 chairs was added to your meeting file. Chair cost plus HST and freight - \$5,395.87.

MOTION 10-17-19-09 Purchase Chairs for Community Centre

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

BE IT RESOLVED THAT the Council of Long Harbour-Mt. Arlington Heights will purchase 100 chairs from Direct Chairs Canada Ltd. at the quoted price.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

The sound in the Community Centre was also discussed.

- It was agreed to gather price estimates on sound equipment.

Baccalieu Amateur Radio KLUB

The Baccalieu Amateur Radio KLUB is a nonprofit incorporated group of amateur radio operators who are located on the Baccallieu Trail and reside in the town of Carbonear. They are volunteers who dedicate their free time in the pursuit of radio communications around the world.

The group is seeking financial support to upgrade equipment and to continue to community around the world.

- It was agreed to view a list of donations given this year.

Dr. H. Bliss Murphy Cancer Foundation

Requesting financial support.

- Deferred to next meeting.

Clean Harbours Initiative

Clean Harbours Initiative is requesting Council create an annual budget line to identify and clean up marine garbage accumulating around community docking facilities, especially tires and general waste.

- Deferred to Budget Meeting.

Professional Municipal Administrators – Core Program

The Municipal Administrators core program will be offered at the Quality Hotel in Gander, October 28th to November 1st. Our office administrator has completed Module 1 to 3 and would like to complete Module 4 – Municipal Accounting and Module 5-Municipal Planning.

MOTION 10-17-19-10 PMA Municipal Core Program

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

BE IT RESOLVED THAT the Council of Long Harbour-Mt. Arlington Heights approves our office administrator to complete the PMA Municipal Core Program Module 4 and Module 5.

In Favor: Councillors: K. McDonald, P. Burke, M. Norman, K. Griffiths

MOTION CARRIED

DEVELOPMENT

Proposed Medical Marijuana Production Site – 1-23 Church Road

Letter submitted by proponent, invites Council to review the environmental assessment document of Atlantic Cultivation Ltd., Kenmount Crossing Industrial Park, St. Johns. Proponent says the proposed cannabis facility in Long Harbour will be the same as, or similar to this cannabis site. The environmental assessment for Atlantic Cultivation Ltd. should answer all councils' concerns.

The proponent asks that Council motion to rezone the area of 1-23 Church Road to Special Industrial to allow a Cannabis Production Facility development. The Environmental Assessment document was copied to all councillors for review.

The next step in the rezoning process is to forward the amendment to Municipal Affairs for their review and comments.

MOTION 10-17-19-11 Municipal Plan Amendment No. 1, 2019

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

BE IT RESOLVED THAT the Municipal Plan Amendment No. 1, 2019 be sent to the Department of Municipal Affairs and Environment for review and comment.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

FINANCE

Cheque List

The cheque list was presented for the period from September 20, 2019 to October 10, 2019 in the amount of \$52,547.16.

MOTION 10-17-19-12 Cheque List

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

BE IT RESOLVED THAT the cheque log for period of September 20, 2019 to October 10, 2019, in the amount of \$52,547.16 has been approved as presented.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

Cash Analysis

Cash analysis was distributed to all councillors.

CORRESPONDENCE

Placentia Chamber of Commerce - AGM

Placentia Chamber of Commerce is holding their annual general meeting and elections of officers on Sunday, November 3rd at 7:00 pm at the Cultural Arts Center, Town Square, Placentia. You are invited to come along and take part in your Chamber's year-end proceedings.

There is also an attached Nomination Form and a Proxy Voting form. If council would like to nominate someone for a position with the board or transfer their voting rights, please complete these forms and return to the Chambers office before November 3, 2019.

NLMEB Board Call for Nomination

The memo was copied to all councillors.

Newfoundland and Labrador Municipal Employee Benefits Board of Directors are calling for nominations for the position of Elected Official Director, representing the interest of Municipalities Newfoundland and Labrador, for a term of three years, commencing November 2019.

An election amongst the qualified candidates will be held during the NLMEB Special Members Meeting on Friday, November 15, 2019 during the MNL Convention.

- Councillor Kevin McDonald is interested in the nomination.

Department of Municipal Affairs and Environment Memorandum Regarding Fire Department Incident Reporting

The collection of fire department incident reports is an important part in the overall aspect of fire protection services in the Province.

Our Fire Department has been identified as not submitting any incident reports for 2018. This may be for a number of reasons such as the Fire Department did not have a single incident in 2018 or the Fire Department is negligent in its reporting responsibility. Council is asked to confirm if our Fire Department did not have a single incident in 2018 by fax or email. If there were incidents, we are asked to have our Fire submit the reports as soon as possible.

- This document was forwarded to the Fire Department.

Councillor Merrill Norman spoke on this matter. Councillor Norman discussed this issue with the Fire Department at their last regular meeting. Fire Chief John Hunt will investigate. If there were incidents in 2018, he will compile the reports as requested.

Email from ACOA Regarding the Marina Project

ACOA and TCII have been working with LHDC President Joe Bennett over the past few months to develop the recreational marina. During the last meeting, they agreed that there are positives for this project but the tourism benefits/rational will need to be further defined. The email outlines the information they require. As well the project budget appears to be somewhat higher than what they have seen in similar projects. They ask that we review the submitted budget and provide a rational for each cost component.

Lastly, ACOA will close the existing project and request the Town resubmit its application along with a comprehensive proposal (including the information above).

- Discussed several tourism opportunities this project would promote:
 - o Placentia Bay Islands, Culture & History
 - o Recreational Fishery
 - o Boat Tours
 - o History of Crawley's Island
 - o Winter Murre Hunting

Memo to Avalon & Eastern Members

MNL's Annual Conference features a fun night which is hosted by the municipalities in the region in which the conference is held. As this year's MNL Convention will be held in St. John's, financial support is required from the Avalon and Eastern colleagues including the Town of Long Harbour-Mt. Arlington Heights.

MOTION 10-17-19-13 Financial Support for MNL Convention

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves a donation to the 2019 MNL Convention. The amount to match previous donations.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

2019-20 Site Specific Safety Plan for Ice Control Materials

The SSSP was copied for all councillors to review.

A motion is required to approve the 2019-20 Site Specific Safety Plan for picking up Ice Control Materials at the Department of Transportation, Whitbourne Depot.

MOTION 10-17-19-14 2019-20 Site Specific Safety Plan - Ice Control Materials

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves the 2019-20 Site Specific Safety Plan for picking up the Ice Control Materials at the Department of Transportation, Whitbourne Depot.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

Community Enhancement Employment Program (CEEP) – Letter of Offer

The Department of Municipal Affairs and Environment has reviewed and approved CEEP funding for project number 17-CEEP-20-204 in the amount of \$27, 018.68. As the approved funding differs from the amount requested, the approval is conditional upon review and acceptance of the Application Amendment.

A motion is required to accept the CEEP funding.

MOTION 10-17-19-15 Approval of Community Enhancement Employment Program Funding

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights accepts the Community Enhancement Employment Funding in the amount of \$27, 018.68 for Project Number 17-CEEP-20-204.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

Bull Arm Fabrication Site Petition

The background to this petition is as follows:

Whereas, there are no current operations at the Bull Arm Fabrication Site; and

Whereas, the site is a world class facility with the potential to rejuvenate the local economy; and

Whereas, residents of the area are troubled with the lack of local employment in today's economy; and

Whereas, the operation of this facility would encourage employment for the area and create economic spin offs for local businesses; and

Whereas, the site is an asset of the province, built to benefit the province and a long-term tenant for this site would attract gainful business opportunities; and

Whereas, the continued idling of this site is not in the best interest of the province;

Therefore, we the residents of the area near the Bull Arm Fabrication Site, petition the Honourable House of Assembly as follows:

We, the undersigned, call upon the House of Assembly to urge the Government of Newfoundland and Labrador to expedite the process to get the Bull Arm Fabrication Site back in operation. We request that this process include a vision for a long-term viable plan that is beneficial to all residents of Newfoundland and Labrador.

Furthermore, we request that Government place an emphasis on all supply, maintenance, fabrication, and offshore workover for existing offshore platforms as well as new construction of any future platforms, be they GBS or FPSO in nature.

MOTION 10-17-19-16 Circulate the Bull Arm Fabrication Site Petition

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights will circulate the Bull Arm Fabrication Site Petition.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

Auditing Fee for 2019 Year End

Email from Michael Abbott at White+Abbott was copied to all councillors for review. It includes a quote for the 2019 Financial Statements:

Audit Fee for 2019 Financial Statements is quoted at \$5,500.00 plus HST
Gas Tax Audit - \$675.00 plus HST

Any additional work, consultation or accounting, is billed at \$150.00 per hour.

MOTION 10-17-19-17 2019 Financial Statements Quote

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

BE IT RESOLVED THAT the Town of Long Harbour-Mt. Arlington Heights approves the quote provided by White+Abbott.

\$5,500 plus HST for 2019 Year End Financial Statements
\$675 plus HST for Gas Tax Audit

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED

NOTICE OF MOTION - None

COMMITTEE REPORTS

Councillor Patricia Burke: Grief session was impressive. Not sure if we will form our own.

Kitchen Party was well attended and very enjoyable. Sound was not good.

Councillor Merrill Norman: Nothing to report.

Councillor Kathleen Griffiths: The Kitchen Party was a fundraiser for the 50+ Club. Everyone enjoyed the event. Sound was not good.

The 50+ Club will meet Monday evening to begin planning the Christmas Party. Counting on Council's support. Once we have an idea of the cost, we will approach Council for financial support. Will consider alternative menus.

- Will check the cost of the Appreciation Night buffet dinner.

Deputy Mayor Isadore Gambin: *Absent*

Councillor John Turner: *Absent*

Mayor Gary Keating: *Absent*

Councillor Kevin McDonald:

Vale – Met with Vale on September 26th, quite a discussion on some repairs being conducted on their tank foundations and the ongoing outages. There are presently 47 employees from Long Harbour working on site; 11 with Vale and 36 with Contractors.

Fire Department –

ERSB – Attended a Monthly Board meeting on September 26th and approximately 20 COATTS representatives attended as well. Attended a Governance meeting on today Oct 17th and will attend the monthly board meeting on October 30th.

HR – Nothing to report

Audit/Finance & Economic Development –

Public Works/Roads – nothing to report

Strategic Planning – Nothing further to report

Community Affairs/Recreation –The Halloween dance is still on for the end of October 26th and the Kids Halloween party is on the 27th.

DATE FOR NEXT MEETING – November 21, 2019

ADJOURNMENT

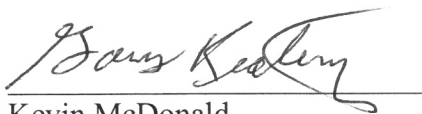
MOTION 10-17-19-18 Adjournment

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

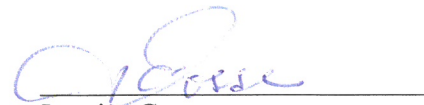
BE IT RESOLVED THAT the meeting be adjourned at 8:20 p.m.

In Favor: Councillors: K. McDonald, P. Burke, K. Griffiths, M. Norman

MOTION CARRIED



Kevin McDonald
Councillor



Juanita Gosse
Town Clerk/Manager