

***Town of Long Harbour - Mount Arlington Heights  
Minutes of Regular Meeting  
July 23, 2020***

**In Attendance**

Deputy Mayor Isadore Gambin

Councillor Merrill Norman

Councillor Kevin McDonald

Councillor Patricia Burke

Councillor Kathleen Griffiths

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

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

**MOTION 07-23-20-01 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, M. Norman, K. Griffiths

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**MOTION 07-23-20-02 Adoption of Minutes of June 18, 2020**

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

**BE IT RESOLVED THAT** the minutes of June 18, 2020 Regular Meeting be adopted as presented.

**In Favor:** Deputy Mayor Isadore Gambin

**Councillors:** K. McDonald, P. Burke, M. Norman, K. Griffiths

**MOTION CARRIED**

**BUSINESS FROM THE MINUTES**

## **Redirect Runoff from Newtown Road**

Three cost estimates were submitted to redirect the water from Newtown Road to Main Street. Based on the breakdown of the estimates, Innovative NL offered the best overall project estimate price at (\$45,275.48, using own forces). Their engineering fee is \$20,816.73 and includes:

Survey

Design,

Drawings specifications and pre-tender estimates,

Coordination with the Dept. of Environment,

Obtain Permits,

Tender- advertise the project through NLCA, answering plan-taker inquiries, issuing addendum if necessary

Bid check,

Letter of award,

Contract documents - review contract documents including schedule, safety plan, insurances etc.

Pre-construction safety meeting,

10 days full-time inspection, (may not require a full ten days if project is tendered, and price will be adjusted as required)

Contract claims will be reviewed and recommended for payment

Final inspection, and

As-built drawings will be provided.

**Water Treatment Plant Direct Discharge to the Ocean:** As per an email from Gord Breen at Cahill, Mr. Breen explains the direct discharge to ocean has not been declined by Water Resources. He is asking Water Resources to consider permitting direct discharge without the use of the settling process. It would require an enclosed pipe all the way to the ocean. This may add a little to the cost of redirecting the flow from Newtown Road, but has great potential for long term savings. Mr. Breen indicated that we should have a final answer from the Department of Environment within two weeks. Mr. Breen's email is dated July 9, 2020. On July 16<sup>th</sup> I received an email from the Department of Environment requesting additional information and have supplied the Department with the information.

### **MOTION 07-23-20-03 Redirect Runoff from Newtown Road to Main Street**

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

**BE IT RESOLVED THAT** the project to redirect runoff from Newtown Road to Main Street be awarded to Innovative NL.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**Soil Testing at 12 Newtown Road:** All councillors were emailed regarding the soil samples. I have gathered several cost estimates and based on the cost and the scope of work presented, Wood Environment

and Infrastructure Solutions will do this work. Wood estimated the work at \$3,120.00 plus HST. Mr. Warren at Wood Environment identified the required soil tests based on the information provided.

In keeping Mr. King updated on progress, I emailed him the scope of work as outlined by Wood Environment. Mr. King feels we need to test for all types of physical, chemical, and biological contaminants. Not the least of which include those listed in Schedule B of the Environmental Control Water and Sewage Regulations which are known by-products of the Water Treatment. He says we need to test for nitrogen, bleach, salts, pesticides, metals, microbial contaminants, (E. coli for example). He asks that we keep in mind that small children will use this area for playing and it needs to be safe to do so.

I forwarded Mr. King's request to Wood Environment and they priced the additional tests. The cost increased from \$3,120.00 to \$7,500 - \$8,000.

Mr. Warren responded that it is hard to justify these additional tests as the water chemistry data within the settling tank meets discharge guidelines. We would be testing parameters in soil when most are non-existent in the discharge water. For example, if we find E. coli in the soil, it would not have come from the water treatment plant, therefore we need to be careful about what we take responsibility for.

Mr. Warren expressed that property erosion and downed trees sounds like an erosion control issue not an environmental contamination concern.

The question is, do Council do the soil tests as recommended by Wood Environment or do the soil tests as requested by the property owners.

- Councillors are confident that anything brought to property via the ditch is the responsibility of the town.

### **MOTION 07-23-20-04 Soil Testing**

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

**BE IT RESOLVED THAT** the Council will do the testing as requested by the property owner.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Town Managers Report**

**508 Main Street - Squatters Rights:** Spoke with Crown Lands office and if the property were occupied for 20 years prior to 1977, it could be claimed under squatters' rights. In this case the town would have to make the claim. The application would be subject to all applicable fees. According to the file the land was purchased from David Griffiths on the 3<sup>rd</sup> day of March 1977.

**Who's Responding:** Working with the Fire Dept. on an emergency call app. The program is called Who's Responding. This app will receive the emergency call and distribute it to all firefighters at the same time.

The emergency call comes into their cell phones with a different ring tone indicating an emergency. Using the Who's Responding app, the cell phone can be used as a pager.

**Waterline:** Since our last meeting, the outside staff repaired a waterline break. This saved approximately 8 gallons per minute. They completed two waterline connections on Norman's Lane, and they completed water treatment plant chemical training.

**Portable Sound System** – LHDC has allocated their portable sound system for town use, including the Sports and Recreation, the Church, LHDC and the Town. This system requires a set of speaker stands and a set of microphones. Cost estimate on these items is \$583.05, HST included.

**MOTION 07-23-20-05 Purchase Sound System Equipment**

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

**BE IT RESOLVED THAT** the purchase of portable sound system equipment, specifically a set of speakers stands, and a set of microphones is approved.

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

**MOTION CARRIED**

**DELEGATIONS** - None

**NEW BUSINESS**

**Gas Tax Project- ATV Bridge:** The land is surveyed. The town and LHDC must agree on the transfer terms before we can move forward with legal transfer.

Tenders are in on the ATV Bridge project and Point Contracting won the contract with a bid of \$180,262.50. The total project budget is now \$222,374.06. The total amount approved for this project was \$342,323.79. This bid puts the project underbudget by \$119,949.73.

- Council would like to see the engineer design before actual work begins on the bridge.

**Community Enhancement Employment Program (CEEP)**

The Provincial Government has announced funding for Community Enhancement Employment Projects. This program is designed to provide significant enhancements to communities particularly in rural areas of the province while offering insurable hours to allow individuals to qualify for Employment Insurance (EI) benefits.

Individuals hired under this program must be unemployed and not have been successful in getting enough insurable hours to qualify for EI benefits during the current year. Individuals may be employed on a CEEP project for a maximum of 400 hours. CEEP applications are accepted up to July 30, 2020.

We have six people interested in applying for CEEP. Three of them have no insurable hours and are seeking 20 hours from Council to ensure their eligibility.

**MOTION 07-23-20-06 CEEP**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mt. Arlington Heights will apply for a CEEP for trail upgrade and paint the interior of the auditorium.

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

**MOTION CARRIED**

**MOTION 07-23-20-07 Hire Local**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mt. Arlington Heights will hire residents for 24 hours to enable them to qualify for the CEEP grant.

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

**MOTION CARRIED**

**Scotiabank – Borrowing Resolution**

Scotiabank is requesting an updated borrowing resolution.

**RESOLUTION 07-23-20-08 Borrowing Resolution**

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

**RESOLVED:**

1. That the Mayor/Deputy Mayor/Councillor with Town Clerk/Manager are hereby authorized to borrow on behalf of the Town of Long Harbour-Mount Arlington Heights from the Bank of Nova Scotia from time to time by way of promissory note a sum or sums not exceeding at any one time Twenty Five Thousand dollars, (\$25,000.00) to meet, until the taxes are collected, current expenditures of the Corporation for the year 2020.
2. That the Mayor/Deputy Mayor/Councillor with Town Clerk/Manager are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.
3. The Mayor/Deputy Mayor/Councillor with the Town Clerk/Manager are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements under the seal of the Corporation providing for payment to the Bank of all amounts required to be paid by the Bank pursuant to each promissory note of the Corporation guaranteed by the Bank with interest at such rate as the Bank may from time to time determine and of a guarantee fee in respect of each such promissory note at such rate as the Bank may from time to time determine.

4. That the Mayor/Deputy Mayor/Councillor with Town Clerk/Manager are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amount borrowed in the current year and in any preceding year that have not been repaid.
5. That the Town of Long Harbour-Mount Arlington Heights is hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

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

**MOTION CARRIED**

**Message from the Desk of Jeff Dwyer, MHA – Re: Community Healthy Living Fund**

The Community Healthy Living Fund is a program that supports municipalities and community-based organizations for projects, programs and initiatives that help increase physical activity and healthy eating. Applications are currently being accepted to November 30, 2020 with funding decisions being made up to March 31, 2021.

- The 50+ Club are planning to apply for this funding to build a community garden with raised beds. If successful, they will ask the town to provide land for the garden.

**Request from Outside Staff**

The outside staff are requesting Council provide rubber safety boots and rain gear for their waterline maintenance work. Provisions for safety apparel is covered in the Employees Policy and Protocol Manual, Section 1.0, Subsection 1:04. A copy of the policy was provided to all councillors.

As per policy, CSA footwear is provided as follows: One pair every two years.  
There is no provision for raingear in the policy.

**MOTION 07-23-20-09 Amend Section 1.0 sub. 1:04 in the Employee Policy and Procedures Manual**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mt. Arlington Heights amends Section 1.0 subsection 1:04 of the Employee Policy and Protocol Manual to allow the permanent outside staff to purchase one pair of CSA approved footwear each year and one set of rainwear each year.

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

**MOTION CARRIED**

**DEVELOPMENT**

**Water Service Connection – 841 Main Street**

**MOTION 07-23-20-10 Water Connection – 841 Main Street**

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

**BE IT RESOLVED THAT** the water connection for 841 Main Street is approved.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**Water Service Connection – 731 Main Street**

**MOTION 07-23-20-11 Water Connection – 731 Main Street**

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

**BE IT RESOLVED THAT** the water connection for 731 Main Street is approved.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**FINANCE**

**Cheque and Visa List**

The cheque list was presented for the period from June 19, 2020 to July 23, 2020 in the amount of \$62,844.16. The Visa statement due for payment August 5, 2020 was presented in the amount of \$461.49.

**MOTION 07-23-20-12 Cheque and Visa List**

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

**BE IT RESOLVED THAT** the cheque log for period of June 18, 2020 to July 23, 2020, in the amount of \$62,844.16 and the Visa Statement in the amount of \$461.49 are approved for payment.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**Cash Analysis**

Cash analysis was copied to all councillors.

**CORRESPONDENCE**

## **Government of NL – Crown Land Division**

The letter is a response to our letter regarding the dilapidated building at civic address 506-508 Main Street. Letter provides some background and states that the Crown has no interest in the structure on this site and cannot advise on how best to proceed under your regulatory authorities.

- Town Manager is to gather at least three quotes on having the building removed from the property and the property cleared of debris. The request for quotes should include an intent to hire local.

### **MOTION 07-23-20-13 Remove Building from 506-508 Main Street**

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

**BE IT RESOLVED THAT** as the building at civic address 506-508 Main Street is dangerously close to collapsing and has become a safety hazard to the community, it shall be removed from the site.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Email from RCMP**

Email from Sgt. Kim Vardy confirming that the Placentia Whitbourne Detachments are open to the public with restrictions for COVID-19, such as more hand sanitizing stations and glass barriers. There are other safety protocols, such as appointments for fingerprints or Certificates of Conduct. A further message will be relayed when these protective measures have been met by each detachment.

### **Letters from Municipal Affairs – Application AP-MCW-19191 Waterline Replacement Phase II**

Letter informs that the application for capital works funding has not been approved.

### **Letters from Municipal Affairs – Application AP-MCW-19230 Waterline Replacement Phase III**

Letter informs that the application for capital works funding has not been approved.

### **Old Slipway**

The residents of Long Harbour-Mount Arlington Heights had the old slipway removed. It was not only an eyesore, but a safety hazard. There was a contractor in the harbour and he removed the old slipway for \$2,000. He also provided loads of shale to complete the outside end to low water tide for an extra \$500.00. The total invoice was \$2,500.00. Residents are asking the town to pay the bill from H&R Enterprises in the amount of \$2,500.00 for work completed.



**MOTION 07-23-20-14 Old Slipway**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights approve payment of the invoice from H&R Enterprises for work on the old Slipway, in the amount of \$2,500.00.

**In Favor:** Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**NOTICE OF MOTION** - None

**COMMITTEE REPORTS**

**Councillor Kevin McDonald:**

**Vale** – Nothing to report

**Fire Department** – Still working on Who's Responding system.

**ERSB** – They have decided to shelve the issue about doing away with the wooden garbage boxes for now. They will however be looking at ensuring people start looking after their boxes, so they don't become a safety hazard.

**HR** – nothing to report at this time

**Audit/Finance & Economic Development** – The land has been surveyed for access to the new bridge at Middle pond

**Public Works/Roads** – nothing to report

**Strategic Planning** – Nothing further to report

**Community Affairs/Recreation** – This is not part of the town's responsibility, but we have a group of people going to Crawley's Island this Saturday to start cleaning up and cutting brush.

**Councillor Patricia Burke:**

A thank you letter should be mailed to residents of Long Harbour-Mount Arlington Heights for the community cleanup.

- A thank you will be added to our summer newsletter.

**Shadow Boxes:** It should be emphasized that the shadow boxes will be no larger than a window and items to be displayed must be small enough to fit within the boxes.

Church – Reported that our community is close to losing the Church. This is based on community involvement and contribution. The current pandemic is impacting the ability to have services and adding to the problem.

**Councillor Merrill Norman:**

From the last Fire Department meeting: The fire truck has been inspected. Fire Department are working with Vale to have their SCBA tanks certified. Planning to have the regular truck inspected. Fire Department donated to the Search and Rescue Team.

Will purchase additional 1 ½ inch hose for fighting fires. They discussed the Who’s Responding App and its capabilities. The app will be a great addition to the Fire Department. Once it is up and running, they will have someone come in to introduce the app to firefighters.

**Councillor Kathleen Griffiths:** Nothing to report

**Deputy Mayor Isadore Gambin:** Outside staff has requesting a meeting with the Human Resources Committee. Wondering if the meeting can be scheduled tomorrow afternoon. All staff are invited to participate.

**Councillor John Turner:** Absent

**Mayor Gary Keating:** Absent

**DATE FOR NEXT MEETING** – August 20, 2020

**ADJOURNMENT**

**MOTION 07-23-20-15 Adjournment**

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

**BE IT RESOLVED THAT** the meeting be adjourned to a privileged session at 8:16 p.m.

**In Favor:** Deputy Mayor Isadore Gambin

**Councillors:** K. McDonald, P. Burke, K. Griffiths, M. Norman

**MOTION CARRIED**

*Meeting resumed at 8:18 p.m.*

**12 Newtown Road**

Residents of 12 Newtown Road has retained O’Dea Earl to represent them regarding a Wastewater issue affecting 12 Newtown Road.

**MOTION 07-23-20-16 Letter from O’Dea Earl**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights will forward this letter to the town’s legal team, Steward McKelvey, for advice and input.

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

**MOTION CARRIED**

**Landfill Site on Private Property**

Town Manager presented photos of the site to show that the work is complete, and the site is cleaned up. Department of Environment has also visited the site and approved the completed work.

- Town is to forward a letter of thanks to the residents for his cooperation in this matter.

**MOTION 07-23-20-17 Adjournment**

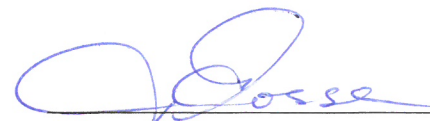
Moved by Councillor Kevin McDonald, seconded by Councillor Patricia Burke.

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

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

**MOTION CARRIED**

  
Mayor Gary Keating  
Mayor

  
Juanita Gosse  
Town Clerk/Manager