

***Town of Long Harbour - Mount Arlington Heights  
Minutes of Regular Meeting  
October 22, 2020***

**In Attendance**

Mayor Gary Keating

Councillor Patricia Burke

Deputy Mayor Isadore Gambin

Councillor Kathleen Griffiths

Councillor Kevin McDonald

*Absent: Councillor John Turner*

*Absent: Councillor Merrill Norman*

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

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

**MOTION 10-22-20-01 Adopt Agenda**

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

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

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

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**MOTION 10-22-20-02 Adoption of Minutes of September 17, 2020**

Moved by Councillor Kevin McDonald; seconded by Mayor Gary Keating.

**BE IT RESOLVED THAT** the minutes of September 17, 2020 Regular Meeting be adopted as presented without error or omission.

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

**MOTION CARRIED**

**MOTION 10-22-20-03 Minutes of Special Meeting held October 15, 2020**

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

**BE IT RESOLVED THAT** the Council adopts the minutes of Special Meeting of October 15, 2020 as presented without error or omission.

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

**MOTION CARRIED**

**BUSINESS FROM THE MINUTES**

**Innovative NL – Professional Opinion - Remove culverts on Newtown Rd.**

The residents of 12 Newtown Road requested confirmation that after the water flow is diverted, no further water and/or sludge will flow over 12 Newtown Road. This will include removal of the underground culverts that are being used to keep water flowing under private driveways.

Our legal representative recommended the Town obtain a professional opinion as to the necessity to remove underground piping that is being used to keep water flowing under private driveways around 12 Newtown Road.

Engineer Jason Rideout with Innovative NL did a site visit of Newtown Road on September 9, 2020, and detailed his professional opinion:

The new inlet structure will be placed such that it will intercept the upstream flow coming down Newtown Road from entering the ditch in front of the treatment plant. This flow will now be diverted away from the downstream properties through the new pipe work. The discharge from the plant will also be collected and diverted away from properties on Newtown Road. This should alleviate the concerns downstream. It would not be advantageous for the Town to be removing existing culverts, as other problems could be created by doing so.

- Council agreed that the problem at 12 Newtown Road should be resolved by diverting the water from the hill and from the water treatment plant.

**Redirect water from Newtown Road to Main Street – Capital Project**

Further to our meeting with Innovative NL, I emailed Deneen Spracklin at the Department of Environment to inquire about the requirement for permits. Deneen reiterated that Council would not require a permit to redirect the water from the ditch on Newtown Road to an open ditch on Main Road as storm drainage is the responsibility of the municipality.

If we flow the discharge to an enclosed pipe to the ocean, as currently designed, a permit is required, and the discharge would have to meet Schedule B requirements. This would take some time. A typical timeline for a permit from the Department of Environment is 30 business days.

In an effort to get this project started, we could change the design slightly to flow the water to an open ditch on Main Street. This would eliminate the need for a permit and the project could be sent to tender immediately. If, in the future, we gain approval to run the backwash flow to the ocean, we could install the enclosed pipe.

An email was presented to Council from Innovative NL engineer Jason Rideout seeking Councils direction on this design change. There are two locations for the open ditch: at the top of the existing ditch behind the property owner's shed, or at the ditch on Main Street.

**MOTION 10-22-20-04 Project – Redirect flow from Newtown Road to Main Street**

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

**BE IT RESOLVED THAT** the Council approves the change in design to flow to an open ditch on Main Street. The entire route is to be culverted excluding Main Road ditch.

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

**MOTION CARRIED**

**Town Managers Report**

**Budget 2021:** Under municipal legislation, the 2021 budget must be adopted by December 1, 2020 and submitted to the department by December 31, 2020. I am currently working on the Budget, collecting, Councillors should give some thought to projects and programs you wish to fund in 2021.

**Municipal Plan and Development Regulations:** I attended a virtual education session on Land Use Planning and when a Municipal Plan and Development Regulations are outdated the plan must be redrafted by a Land Use Planner. The same steps must be followed as if we were detailing a new plan. This is an expense council should budget for in 2021.

**Capital Works Application:** The deadline to submit the Capital Works application is November 13, 2020. I am currently working on the application. SNC Lavalin has prepared the cost estimates for a three phase multi-year project. Each phase came in at approximately \$481,500.00.

**ATV Bridge Project:** Project is ongoing. According to Innovative NL site manager, the project is on schedule.

**Demolish Building at 508 Main Street:** Nothing new to report on this issue. Our legal representative will complete a title search to determine who owns the property.

Council discussed the title transfers of this property. The file contains the transfer documentation to each owner. This information was forwarded to the Department of Crown Land. It was suggested to schedule a meeting with Crown Land.

- Council agreed to wait for the results of the title search before moving further.

**Community Enhancement Employment Program (CEEP):** The town was successful in obtaining a CEEP. We were approved for 750 hours. There are many changes in the criteria for CEEP. Residents can successfully file for EI with 120 hours. Residents can apply having no insurable hours. The required 20 hours has been waved.

Nine residents applied for CEEP, needing 912 hours. Three of these applicants have not applied for EI in the past so we are not sure if they are eligible for the project.

- It was agreed to call MHA Jeff Dwyer for information on first time EI applicants.

**Special Assistance Grant:** The application was submitted September 21, 2020.

**DELEGATIONS** – None

## **NEW BUSINESS**

### **Site Specific Health & Safety Plan - Ice Control Material**

The Site Specific Health & Safety Plan for the delivery of Ice Control Materials was presented to all councillors for review.

### **MOTION 10-22-20-05 Site Specific Safety Plan**

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

**BE IT RESOLVED THAT** the Council adopts the Site Specific Health & Safety Plan for the delivery of ice control materials as presented.

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

**MOTION CARRIED**

### **Children's Wish Foundation**

Children's Wish Foundation is requesting a donation. Council donated \$200.00 in May of 2019.

### **MOTION 10-22-20-06 Children's Wish Foundation**

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

**BE IT RESOLVED THAT** the Council approves a donation to the Children’s Wish Foundation in the amount of \$200.00.

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

**MOTION CARRIED**

**RNC – 30<sup>th</sup> Anniversary Community Guide**

The RNC is requesting a donation in support of their 30<sup>th</sup> Anniversary Community Guide.  
- Council agreed not to support this initiative.

**FINANCE**

**Cheque and Visa List**

The cheque list was presented for the period from September 18, 2020 to October 22, 2020 in the amount of \$59,147.88. The Visa Statement was also presented in the amount of \$4,862.49

**MOTION 10-22-20-07 Cheque List**

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

**BE IT RESOLVED THAT** the cheque log for period of September 18, 2020 to October 22, 2020, in the amount of \$59,147.88 is approved for payment and the Visa Statement due November 5, 2020 in the amount of \$4,862.49 be approved for payment.

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

**MOTION CARRIED**

**Cash Analysis**

Cash analysis was copied to all councillors.

**CORRESPONDENCE**

**Long Harbour Development Corporation**

The letter is in response to council’s request that LHDC restructure their policies to allow members to be voted to the Board.

LHDC has gone through a deep analysis of its mandate, operating policies, and procedures.

With respect to the structure of the Corporation, the Board felt that it is advantageous to the community and Council that LHDC maintain the structure that was envisioned by the founders of the Corporation. To select members through general election requires a complete rewrite of the Corporations by-laws and would not respect the intent of the founders. The Board do, however, see the wisdom in consulting with the community, seeking input from residents when Board vacancies occur.

The Board currently has two members selected from elected representatives of the community. The Mayor, and a Council representative appointed by the Mayor and Council.

LHDC currently has one vacancy, and to fill this slot, the Corporation is reaching out to the community to identify a suitable candidate. LHDC will immediately be distributing a notice to every household in the community asking persons with an interest in serving the people of the community as a member of the LHDC Board of Directors, to put their name forward for consideration. LHDC reserves the right to appoint two of its five directors. This provision will be maintained to ensure that the Corporation can have purpose directed input in selecting Directors with a specific skillset that is important to the ongoing operational needs of the Corporation.

LHDC has operated successfully in our community for close to 30 years. We have worked cooperatively with successive Councils over the years and have contributed much to the social, recreational, and economic life of our community. Our Board of Directors are respected residents of the community and like Councillors, serve as volunteers without compensation.

LHDC has a significant role to play in continuing to advance the capacity of our community to grow its residential and economic base. They are committed to improving communication with both council and residents and look forward to working with an economic development committee of Council. They have begun the process of developing all real estate holdings to advance the residential and economic development capacity of the community. Working together in a community with a bright future will yield a tremendous result and secure our community for the next generation to enjoy.

- Council discussed the information from LHDC.

#### **Email from Town Manager of Sunnyside – Re: WTP**

The town of Sunnyside is considering applying for funding for a water treatment system. Their Town Manager is currently exploring different technical options and associated feasibility. He is interested in exploring the DAF technology as a possible option and would like to see the functioning unit. As well, he is requesting to obtain copies of any project data that would help to better understand the technical scope and capital estimate.

#### **MOTION 10-22-20-08 Access to Water Treatment Plant Data**

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

**BE IT RESOLVED THAT** the Council approves sharing water treatment information with the Town of Sunnyside. Approval is given, with agreement from Cahill, to allow the Town of Sunnyside to review and copy the data relating to water treatment technology, and the pilot studies.

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

**MOTION CARRIED**

### **Circular from Gov. of NL**

Recently, Government of Newfoundland and Labrador has moved the Municipal Infrastructure portfolio to the newly named Department of Transportation and Infrastructure, (formally Transportation and Works). Transportation and Infrastructure will be responsible for the following programs:

1. Municipal Capital Works
2. Multi-Year Capital Works
3. Investing in Canada Infrastructure Plan
4. Small Communities Fund
5. Clean Water Wastewater Fund
6. New Building Canada Fund

This transition will have little impact on communities and their applications for these funding programs.

### **Ronald McDonald House**

Ronald McDonald House presented Council with a plaque in recognition and thanks for Council's generous support of their programs and services.

**NOTICE OF MOTION** - None

### **COMMITTEE REPORTS**

#### **Councillor Kevin McDonald:**

**Vale** –The shutdown is over, there was one resident hired for a 3-month period to assist in inventory/warehouse work, we still need to have Vale have more influence on the contractors to hiring local residents.

**Fire Department** – Who's responding is up and working and can be viewed on the TV screen.

**ERSB** – The Governance meeting scheduled for October 20 was canceled and we are having our monthly board meeting Oct 28<sup>th</sup>.

**HR** – Nothing further to report at this public meeting.

**Audit/Finance & Economic Development** – The 2021 budget is being worked on.

**Public Works/Roads** – The road shoulder by the towns look out by John Turners that was washed out has been repaired however there are still some shoulders that need additional attention. There was an incident that occurred the evening of Oct 6<sup>th</sup> whereby a fire hydrant was knocked off its base and damage done to the old town office sign that will need to be repaired.

**Strategic Planning** – Nothing further to report

**Community Affairs/Recreation** – The girls are going to start up their walk class beginning Monday November 2<sup>nd</sup> for two nights a week. They will be following all the COVID-19 guidelines for social distancing and mask wearing. The slipway pour was complete on the 17th and the final bit of asphalt is going to be placed hopefully this weekend. There were a lot of positive comments on the work done.

**Councillor Patricia Burke:** A thank you letter was received from the Cancer Clinic and another from Eastern Health is expected for the quilts the group donated.

The 50+ Club was notified that their application for a \$5000.00 grant was received and is under review. The funding application was submitted for project Crafts for Comfort. This project will sew quilts to be donated where needed. The 50+ Club are expecting to know the status of the grant in February or March of 2021.

**Councillor Merrill Norman:** *Absent*

**Councillor Kathleen Griffiths:** The 50+ Club has applied for a grant to start a community garden.

Kathleen asked about planning a Christmas social for Council. She said there would not be a Community Christmas Dinner this year because of COVID-19.

- It was agreed to give some thought to a Council Christmas social. It would have to be planned with COVID-19 restrictions in mind.

**Deputy Mayor Isadore Gambin:** Deputy Mayor Gambin reported on Human Resource Issues: It seems the Water Treatment Plant is costing a lot of money. He questioned if our outside staff has had enough training on the operations and maintenance of the plant. Is there a need for additional training?

- Town Manager reported that the outside maintenance staff have been doing WTP training. They just completed three days of maintenance training with Duane Baker. Earlier this month, the outside maintenance staff and I completed Water Treatment Plant certification training with the Department of Environment. We have not yet received the test results for certification.

Deputy Mayor Gambin asked about the certification training required to operate the Water Treatment Plant.

- According to the Department of Environment, our Water Treatment Plant as a level II plant that requires a level II operator. According to the Department of Environment, the Town Manager and one of the outside maintenance staff is certified level I. Both have recently challenged the level II



certification exam. The other outside maintenance operator challenged level I certification exam. We are hopeful for positive exam results.

**Councillor John Turner:** *Absent*

**Mayor Gary Keating:** Reported on the accident that caused damage to Town property. The incident involved a vehicle that drove into a fire hydrant at the Fire Hall and continued to drive into a sign at the Town Depot. The fire hydrant was dislocated from its stem and the sign sustained some damage.

Mayor Keating spoke with Corporal Ryan who provided the file number so the Town can make a claim against the insurance.

Mayor Keating reported that the RCMP file is not closed, however, there is not much they can do based on the evidence. An individual has admitted to driving the vehicle that caused the damage.

Mayor suggested we gather information on a speed sign.

Mayor Keating also reported on local hiring at the Vale site. He had a conversation with Vale Human Resource Staff about hiring through a hiring agency. These are jobs that can be filled locally. He feels we have gained some ground with this issue. We must, however, get Vale to pressure their contractors to hire local as well.

**DATE FOR NEXT MEETING** – November 19, 2020

## **ADJOURNMENT**

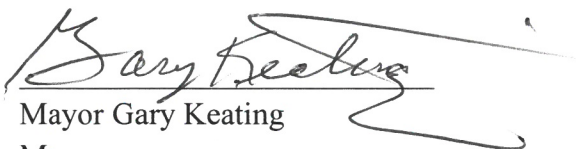
### **MOTION 10-22-20-09 Adjournment**

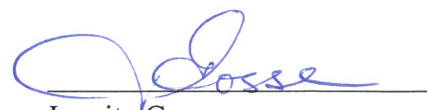
Moved by Councillor Patricia Burke, seconded by Councillor Kevin McDonald.

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

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

**MOTION CARRIED**

  
Mayor Gary Keating  
Mayor

  
Juanita Gosse  
Town Clerk/Manager