

***Town of Long Harbour - Mount Arlington Heights  
Minutes of Regular Meeting  
November 19, 2020***

**In Attendance**

Mayor Gary Keating

Councillor Patricia Burke

Deputy Mayor Isadore Gambin

Councillor Kathleen Griffiths

Councillor Kevin McDonald

Councillor Merrill Norman

*Absent: Councillor John Turner*

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

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

**MOTION 11-19-20-01 Adopt Agenda**

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

**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, M. Norman

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**MOTION 11-19-20-02 Adoption of Minutes of October 22, 2020**

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

**BE IT RESOLVED THAT** the minutes of October 22, 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, M. Norman

**MOTION CARRIED**

**MOTION 11-19-20-03 Adoption of Special Meeting Minutes of October 29, 2020**

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

**BE IT RESOLVED THAT** the minutes of October 28, 2020 Special 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, M. Norman

**MOTION CARRIED**

**MOTION 11-19-20-04 Adoption of Special Meeting Minutes of November 6, 2020**

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

**BE IT RESOLVED THAT** the minutes of November 6, 2020 Special 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, M. Norman

**MOTION CARRIED**

**BUSINESS FROM THE MINUTES**

**Ratify Motions from Special Meeting of October 29, 2020**

**MOTION-SPECIAL -10-29-20-01 Handrail and Guiderail**

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

**BE IT RESOLVED THAT** the Town Council of Long Harbour-Mount Arlington Heights approves Point Contracting to install the handrail and guiderails at the ATV Bridge site, at a cost of \$6,648.00 plus HST.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**MOTION-SPECIAL -10-29-20-02 Additional hours**

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

**BE IT RESOLVED THAT** the Town Council of Long Harbour-Mount Arlington Heights approves sponsoring an additional 312 hours to hire all applicants on the CEEP grant.

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

**MOTION CARRIED**

**Ratify Motions from Special Meeting of November 6, 2020**

**MOTION SPECIAL-11-06-20-01 – Hiring for CEEP**

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

**BE IT RESOLVED THAT** Council would approve additional hours for residents up to 4:30 pm, Friday, November 6, 2020. This will apply to this year CEEP only.

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

**MOTION CARRIED**

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

Tenders for the project were accepted up to November 10, 2020. Six bids were accepted. Edward Collins Contracting Ltd. won the bid at \$113,841.38 (taxes included). This bid comes in \$75,605.00 under budget. The estimated cost of this project was \$210,033.82. Given this lower bid, the actual cost of this project will be \$134,428.11.

Attended the project startup meeting this morning. The project will start as when supplies are onsite. Estimated timeframe for the project is 20 working days with substantial completion date as December 16, 2020.

Edward Collins Contracting agreed to hire flags persons locally. They are also looking for office space with washroom to rent for the duration of the project.

- It was agreed to offer the Seniors Room for a donation to the 50+ Club.

**MANAGERS REPORT**

**Capital Works Application:** The Capital Works application was submitted on Thursday, October 12, 2020. This application was for year-one of a three-year project to replace all the older waterline in Mount Arlington Heights. The cost estimate for the first phase is \$482,888.00. If approved, the provincial government will fund 90 % of project costs.

MHA Jeff Dwyer's office recommended we add a letter to the Minister of Environment Climate Change and Municipalities along with the application.

- Letter to Minister Bennett dated November 5, 2020, was read.

**Quarterly Meeting with Vale:** Susan Blanchard at Vale requested a date and agenda for the next quarterly meeting with Vale.

**ATV Bridge Project:** According to Dave Davis with Point Contracting, they hope to have the project complete by the end of next week.

**Damage at Town Depot and Fire Hall:** Checked with our insurance company and the sign is covered with \$1000.00 deductible. The Fire Hydrant is not covered under insurance.

**Special Assistance Grant for Waterline Repairs**

MHA Jeff Dwyer’s office called; the Town was approved for a Special Assistance Grant for waterline repairs in the amount of \$14,808.00. The funding is approved under 90/10 cost share.

**DELEGATIONS** – None

**NEW BUSINESS**

**2021 Budget and Tax Structure**

**MOTION 11-19-20-05 2021 Budget**

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

**BE IT RESOLVED THAT** the 2021 Budget, in the amount of 1,278,647 be adopted as presented.

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

**MOTION CARRIED**

**2021 Tax Structure**

**Long Harbour-Mt. Arlington Heights 2021 Tax Structure**

Property Tax - Residential	3 mils
Minimum Residential Property Tax	\$20.00
Property Tax -Commercial	5.5 mils
Minimum Commercial Property Tax	\$175.00
<b>Water Tax</b>	
Bait Depot	\$300.00
Harbour Authority (flat rate)	\$100.00
Residential Water Rate	\$168.00
Commercial Water Rate	\$300.00
Hotel/Motel/B&B/Efficiency Units/Other Accommodations (4 units or less)	\$360.00
(Each Additional Unit)	\$50.00
<b>Business Tax</b>	
Minimum Business Tax	\$200.00
Retail Establishments	12.0 mils
Takeout / Restaurant	12.0 mils

General Commercial	12.0 mils
Manufacturing	10 mils
Business Tax (Mining Quarry)	80.0 mils
Hotels / Motel/Efficiency Units	12.0 mils
B&B	10 mils
Professional Offices	20.0 mils
Oil & Liquefied Petroleum Gas	125.0 mils
Business (where no assessed value)	¾ of 1% of gross revenue
Business (utility companies)	2.5% of gross revenue
<b>Permits &amp; Other Fees</b>	
Residential (New Construction)	\$100.00
Residential (repairs, maintenance, extension & other buildings)	\$25.00
Commercial (new construction)	\$200.00
Commercial (repairs, extension, renovations)	\$100.00
Business Permit to Operate	\$100.00
Roadside Vendors (30-day permit)	\$50.00
Roadside Vendors (1-day permit)	\$25.00
Quarry Permit	\$1,500.00
Industrial (new construction)	\$0.15 per square foot
Industrial (extensions)	\$0.12 per square foot
Industrial (repairs & renovations)	\$0.08 per square foot
Industrial (demolition & other structures)	2% of gross costs of demolition
<b>Other Fees</b>	
Tax Certificate/Compliance Letter	\$50.00
NSF cheques	\$35.00
Water on/off (by request)	\$30.00
Water on/off (if for nonpayment of taxes)	\$75.00
Amendment to Municipal Plan	\$400.00 plus costs
Road Excavation Permit	\$25.00
Road Excavation Security Deposit	\$600.00
Coping	.10 Black & White/ .15 Color
Faxing	1-5 pages \$2.00/5+ pages \$5.00
Public Notice for Development - Discretionary Use/Non-compliance	\$50.00
<b>Dog Control – First Impoundment in any 12-month period</b>	\$150.00 for first day/ \$50.00 for every day thereafter
Second Impoundment in any 12-month period	\$150.00 for first day/ \$75.00 for every day thereafter
Third Impoundment in any 12-month period	\$150.00 for the first day/\$100.00 for every day thereafter
2% compound interest will be charged monthly on all accounts not paid in full by June 30, 2021. A 20% discount will be applied to 2021 residential property and residential water tax accounts paid in full by March 31, 2021.	

**The Due Date for all Taxes is June 30, 2021**

**2% compound interest will be charged monthly on all accounts not paid in full by June 30, 2021. A 20% discount will be applied to 2021 residential property tax and residential water fees paid in full by March 31, 2021.**

**MOTION 11-19-20-06 2021 Tax Structure**

Moved by Councillor Kathleen Griffiths; seconded by Mayor Gary Keating.

**BE IT RESOLVED THAT** the 2021 Tax Structure be adopted with one change; the mil rate for Takeout/Restaurant be lowered to 12 mil.

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

**MOTION CARRIED**

**MOTION 11-19-20-07 2021 Discount and Interest Charges**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights will apply a 20 % discount to residential water and sewage and residential property tax accounts paid in full by March 31, 2021. A 2% compound interest will be charged monthly on all accounts not paid in full by June 30, 2021.

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

**MOTION CARRIED**

**Community Enhancement Employment Project**

Received two emails from residents regarding the CEEP grant. Both have been copied to all councillors. The first is from Vera Ennis who asks that it be read aloud.

The purpose, she writes, is to express her opinion/thoughts on the recent hiring process for the community grants. She is not writing to negatively affect those who were chosen for the positions, but she feels there was a degree of miscommunication to the citizens of Long Harbour regarding the qualifications and prerequisites to obtain employment through this grant.

Upon receiving the mailout, she thought she would apply but with further inspection she realized that she did not qualify as she did not have any hours worked. To reiterate, she missed out because Council failed to communicate the change in the grant criteria. If this opportunity was opened to everyone, then every taxpayer should have been given equal opportunity. What is good for one, should be good for another. A simple one-call stating the changes would have rectified this situation.

The email from Linda Murphy states that grant employees may have an opportunity to receive EI after 120 hours. She is disappointed that she was not made aware of this change in criteria as she would have certainly applied for the grant. She asks that Council consider hiring additional people for the grant.

- Council will consider the information presented and will meet to consider an employment program to assist residents needing hours to apply for EI.



**Sibley's Cove Boaters Association – Donation to the Sibley's Cove Boaters Association**

The invoice for the concrete was approved for \$21,746.50 and the actual invoice came in at \$23,063.25. The asphalt pavement is invoiced at \$3,162.50.

**MOTION 11-19-20-08 Donation to the Sibley's Cove Boaters Association**

Moved by Deputy Mayor Isadore Gambin; seconded by Councillor Kathleen Griffiths.

**BE IT RESOLVED THAT** Town Council of Long Harbour-Mount Arlington Heights will donate to the Sibley's Cove Boaters Association \$26,225.75.

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

**MOTION CARRIED**

**Fire Department – Quote VFP-20-346 and Quote VFP-20-360**

The Fire Department has submitted for your approval two price quotes for SCBA equipment. The first is quote VFP-20-346 for new equipment costing \$5,781.06; the second is quote VFP-20-360 for used equipment for \$4,945.00.

**MOTION 11-19-20-09 Purchase Firefighting Equipment**

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

**BE IT RESOLVED THAT** Town Council of Long Harbour-Mount Arlington Heights approves purchasing the new SCBA equipment at the quoted amount of \$5,781.06.

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

**MOTION CARRIED**

**Training Opportunity - John Walsh, JW Consulting Associates**

J.W. Consulting Ltd are offering a training opportunity intitled, "Providing Outstanding Municipal Services". The training is offered to both municipal staff and municipal councillors either separately or combined. The presentation is being extremely well received and is focused on things that can be done to ensure your municipality is providing outstanding municipal services. The cost is \$2,500.00 + HST for both presentations. There is a savings of \$500.00 for the combined presentation.

- It was agreed not to participate in this training.

## **Crescent Collegiate – December 2020 Awards Program**

Crescent Collegiate thanks Council for supporting their Student Awards Program and graciously asks for financial support again this year. Given the circumstances surrounding COVID-19 they are unsure how the December 2020 Program will be delivered. The details will be announced at a future date.

### **MOTION 11-19-20-10 Donation to Crescent Collegiate Student Awards Program**

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

**BE IT RESOLVED THAT** Town Council of Long Harbour-Mount Arlington Heights approves a \$500.00 donation to the Crescent Collegiate Student Awards Program.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Price Quote for Radar Speed Sign**

The price quote for the Radar Speed Sign – model EVL11 from Atlantic Construction Elite Services is \$3,495.00 freight included.

### **MOTION 11-19-20-11 Purchase Radar Speed Sign**

Moved by Mayor Gary Keating; seconded by Councillor Kathleen Griffiths.

**BE IT RESOLVED THAT** Town Council of Long Harbour-Mount Arlington Heights approves purchasing a radar speed sign at the quoted price.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

## **FINANCE**

### **Cheque and Visa List**

The cheque list was presented for the period from October 23, 2020 to November 19, 2020 in the amount of \$45,508.68. The Visa Statement was also presented in the amount of \$1,666.80.

### **MOTION 11-19-20-12 Cheque List and Visa**

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

**BE IT RESOLVED THAT** the cheque log for period of October 23, 2020 to November 19, 2020 in the amount of \$45,508.68, and the Visa Statement the amount of \$1,666.80 be approved for payment.



**In Favor:** Mayor Gary Keating  
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**

**Municipalities Newfoundland and Labrador – Federal Safe Restart Agreement**

The letter is addressed to the Honourable Derek Bennett, Minister of the Department of Environment, Climate Change and Municipalities and is from Sheila Fitzgerald, President of MNL. Ms. Fitzgerald is inquiring about the status of the federal Restart Agreement funding for municipalities that was announced on September 16, 2020. Ms. Fitzgerald states that their MNL membership are in the process of budgeting for 2021 and are waiting for an update on this funding.

**Email from Eastern Composite to MHA Jeff Dwyer's Office – Road Safety Concern**

The email from Eastern Composite outlines their concerns about the speed limit on route 202 passing their business. The speed limit is posted for 80 km per hour and this is too high for those entering into traffic from their worksite. They have requested, through MHA Jeff Dwyer's office, to start the 80 km per hour zone after you pass the access road to route 101. Eastern Composite is asking Council to follow up on their request.

- Contact MHA Jeff Dwyer to request the 80 KM per hour zone begin at trails end.

**NOTICE OF MOTION** - None

**COMMITTEE REPORTS**

**Councillor Kevin McDonald:**

**Vale** –The next Community Liaison Meeting is scheduled for Tues Dec 8, 2020 so if anyone has any issues they want tabled please advise.

**Fire Department** – Nothing to report

**ERSB** – I had a Governance meeting scheduled for November 17, garbage pickup rates will remain the same as they were for 2020 and several of the previous years. Our monthly meeting is scheduled for November 25<sup>th</sup>.

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

**Audit/Finance & Economic Development** – We had a budget meeting on Wed Nov 4<sup>th</sup> and of course the budget was present this evening.

**Public Works/Roads** – I took about 16 pictures of the washouts on the Main road and forwarded them on to the Town Manager. Some of these shoulders are quite hazardous and I believe they are being passed on to province for assessment and follow up.

**Strategic Planning** – Nothing further to report

**Community Affairs/Recreation** – Zumba classes have restarted and there are approximately 12 in attendance twice per week. Unfortunately, there won't be any breakfast with Santa this year as well there won't be any Christmas events for the general public this year.

**2020 MNL Conference** – I virtually attended the 2020 MNL Conference Nov 5/6/7 and I must say I was very impressed on how it was organized and the content of the conference. Almost every session there was reference to the COVID pandemic. There was lots of discussion on how things have changed on how we do business, develop budgets. They spoke about reviewing the results of the surveys that were sent out and how some communities are really struggling. How each community implemented deferral payments for taxes. Spoke about having stronger governance during this pandemic. There was a good session on the plastic ban in our province and how we are the second province to implement this. They stated by the end of next year Canada plans to implement this initiative will be throughout every province. There was lots of discussion on Regionalization and how this has slowed down somewhat due to what the province/world has been going through over the past 8 months, they are still in the early stages and still lots of work to be done. Good session on how we need to recover on tourism and travel and what impact it has had on our province particularly NL because of the restrictions for provinces outside the Atlantic bubble. They spoke about the impact it has had on airlines, ferry service, bus services and all the businesses throughout NL. Positive discussion on mask and social distancing and COVID compliance here in our province. They spoke about the challenges getting supplies here to the island i.e. parts, building materials etc. They spoke about successes in the mining sector and developments throughout the province. Good session on some of the creative initiatives that people have come up with, the increase in home gardening, crafts, and online services. Also, about the online services such as all vehicle and driver license renewal, doctors' appointments, and virtual meetings, making appointments at clinics etc. There was a good session on Remote Meeting Mgmt. Good session on funding for municipalities. There was a real good session on Women Caucus and how funding is helping to support them and how political styles are changing they spoke about how it is not acceptable for being rude and insulting to women in the workplace, they are equally qualified to do the job and make the right influence. Shelia O'Leary spoke about how the COVID has affected stress that we are all exposed to. Good discussion on how we deal with phase 2 of the pandemic. There was quite a session on EV's and LED lighting and that all streetlights throughout the province should be completely LED by the end of 2021. The explanation on what the advantages of LED overall was quite informative. There was a good session on Age Friendly programs and funding available. I think we all have our own opinion on how North America is going to go completely EV by 2035.

Overall, I enjoyed the virtual approach, it is quite different in having several hundred people to interact with and I believe one of the challenges for those who aren't techy would have problems in accessing the sessions but there was a good support line that I am sure many took advantage of.

**Councillor Patricia Burke:** Seeking approval to purchase Christmas gifts for our older residents and shut in's. There are 14 names on the list this year. It will be determined whether to purchase a gift certificate, fruit basket or Christmas flower.

- Program is approved. Councillor Burke will work with the Town Manager on the project.

**Councillor Merrill Norman:**

**First Aid Training:** Would like to schedule First Aid Training for firefighters. Weekend training would be better for those who work during the week.

- Town Manager to work with the Fire Department to schedule the training.

**SDS Training:** Also know as MSDS Training. Would like for town staff to purchase blocks that will allow firefighters to take the training when they are able.

- Town staff will investigate this.

**Flagmen Training:** Would like for town staff to investigate this training for the firefighters.

- Town staff will investigate this training.

Requested town staff call about the beeping at the firehall.

**Councillor's Resignation:** Councillor John Turner resigned via email sent at 6:55 pm on November 19, 2020. Email was presented to Council by Councillor Kevin McDonald.

**Councillor Kathleen Griffiths:** Nothing to report

**Deputy Mayor Isadore Gambin:** Asked to schedule a Human Resource Meeting to deal with a letter submitted to the Town Manager.

**Mayor Gary Keating:** Nothing to report

**DATE FOR NEXT MEETING – December 10, 2020**

**ADJOURNMENT**


**MOTION 11-19-20-13 Adjournment**

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

**BE IT RESOLVED THAT** the meeting be adjourned to a privileged session at 8:32 p.m.

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

**MOTION CARRIED**

  
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Mayor Gary Keating  
Mayor

  
\_\_\_\_\_  
Juanita Gosse  
Town Clerk/Manager