

*Town of Long Harbour - Mount Arlington Heights  
Minutes of Regular Meeting Via Teleconference  
March 18, 2021*

**In Attendance**

Mayor Gary Keating

Councillor Patricia Burke

Deputy Mayor Isadore Gambin

Councillor Kathleen Griffiths

Councillor Kevin McDonald

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 03-18-21-01 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 03-18-21-02 Adoption of Minutes of February 18, 2021**

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

**BE IT RESOLVED THAT** the minutes of February 18, 2021 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**

## **BUSINESS FROM THE MINUTES**

### **Human Resources**

Ratify a motion made at the privileged meeting of March 10, 2021:

#### **MOTION P03-10-21-01 Release, Discharge & Settlement Agreement**

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

**BE IT RESOLVED THAT** the Town Council of Long Harbour-Mount Arlington Heights will proceed with the proposal outlined in the document prepared by the town's legal advisor, to terminate employment with Barry Murphy without cause and provide severance as outlined in the Release, Discharge & Settlement Agreement dated March 12, 2021.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Price Quote for WTP Generator**

At the previous meeting Deputy Mayor Gambin suggested we obtain price quotes from Tourmont Cat and Sansom.

Email a request for a price quote to both businesses. Touumont Cat did not respond.

Quote obtained from Sansom Equipment Limited was copied to all councillors for review.

Total: **\$93,255.00 plus HST.**

It was noted that Sansom's price does not include bollards. They can be supplied for an additional \$880.00 each plus HST. Cahill's cost includes two bollards.

In comparing Sansome Equipment price quote to Cahill it should be noted that the price quote provided by Samson Equipment does not include the cost of revised Water Treatment Plant drawings. This work carries a cost estimate of \$3,400.00 and is included in Cahill's price.

Cahill also supplied a list of potential savings as outlined in the attached email from Thomas Hayward.

1. Engineered mechanical drawings for concrete generator pad. We could probably go by recommendations from concrete suppliers based on the weight of the subbase fuel tank and generator.
2. Engineered electrical drawings. We could apply for a permit with service NL using a job description. They may allow this install without an engineered drawing.
3. Updates to the O&M and project drawings. This could be a redline on the documentation that you received after the original project was complete. Hand-draw the update of these drawings.
4. Your team could install 8x8 pressure treated bollards utilizing your own equipment and resources. You could use bags of concrete instead of bringing premixed to site.
5. Town could purchase the generator direct from supplier to cut down on markups. Utilize subcontractor (like Cahill) for install and integration into plant controls.

- Request a breakdown of cost savings from Cahill. Consider the cost of doing the work ourselves to determine if it is feasible.
- Gather more information. Can Sansome offer cost savings?

## **MANAGERS REPORT**

**COVID- 19:** There is not much change in level three for municipalities. The office remains closed to the public; however, we are accommodating those who need to come in. Our fitness centre remains closed. We will be doing a onecall next week to remind residents of the discount date and will outline payment options at that time.

**Redirect Water from Newtown Road:** Wood Environment has completed their analysis of our water treatment plant backwash water. This analysis will provide a baseline of general water chemistry parameters and metal contents. The backwash water was also tested for any contaminants of potential concern that may have impacted the property at 12 Newtown Road. Their report is on the agenda for later in the meeting.

**Sludge Removal:** I spoke with Les Standen with the municipality of North Rustico, PEI. Their municipality has experienced the same issues with sludge removal. They started using geotube technology several years ago and has had no issues with the process. Les did say however that the geotube in use cannot be allowed to freeze in winter. Duane is aware of this as we talked about it some time ago. Duane will be here on Monday to begin the installation of this new sludge removal system.

**COVID-19 Stimulation Program:** The project start date is April 12, 2021 and we have until year end to complete the project. I would suggest that we get the heavy equipment on site first to level the trail and to bring in the granular material. Three weeks after that, May 3<sup>rd</sup>, we should hire the first six employees for three weeks. This will ensure project safety and allow an additional three weeks for spring weather. Having the granular material already onsite will ensure available work for the employees.

- It was agreed to move the project forward in this manner.

**DELEGATIONS** – None

## **NEW BUSINESS**

### **Wood – Report on Water Samples of WTP Backwash - Schedule B Compliance**

The report was copied to all councillors for review.

This purpose of this testing is to complete an environmental review and sampling program in response to discharge of supernatant effluent from a settling tank at the town's water treatment plant onto a residential property at 12 Newtown Road in Long Harbour.

Wood sampled the backwash effluent and had it tested for compliance to Schedule B requirements for discharge of effluent into a public sewer. These regulations state that anyone discharging sewage and other materials into a body of water, or public sewer shall comply with the standards, conditions and provisions prescribed in the regulations.

The results of the laboratory analysis for the backwash water collected inside the sand filter revealed the following:

- All general water chemistry and metal parameters analyzed as part of the 2003 Newfoundland and Labrador Environmental Control Water and Sewage Regulations (Schedule B, Regulations 65/03) were below the recommended levels presented in Column 2 of the Schedule for discharge into a public sewer or sewer leading to a public sewer.
- All metal parameters analyzed were below the 2011 Ministry of Environment, (MOE) Standards (Tables 3 and 9) for groundwater.

I have forwarded the Laboratory Analysis to Deneen Spracklin at the Department of Environment and asked what Council's next step should be to gain approval to flow the WTP discharge to the ocean.

Deneen responded with the following:

Council will need to apply for a Permit to Construct with regards to the infrastructure work required to convey the treatment residuals through the sewer system to the existing outfall. Deneen suggests we prepare a summary of all samples that have been collected with some description of where in the process they were collected to submit along with the application package.

I followed up with an inquiry about the application process and asked if the application will require engineering drawings. I also asked if other government departments will review and approve the application.

Deneen said the application will require signed/stamped engineering drawings for the piping system to be used to divert the wastewater to the outfall.

The Permit to Construct is only reviewed/issued by the Department of Environment Water Resources Management Division to ensure it is compliant with their design guidelines and the regulations which they have regulatory control, however, she goes on to say that "this Permit to Construct does not release the Permit Holder from the obligation to obtain appropriate approvals from other concerned municipal, Provincial or Federal agencies".

- Question the amount of aluminum in our pond water.
- Determine DFO's regulations for sewage outfall to the ocean. What regulations did Vale have to meet to discharge to the ocean.

### **Policy Amendment - Harassment Prevention Plan**

John Walsh recommended the following amendments to the Harassment Prevention Plan:

- A complaint must be made by the complainant within 10 days following the alleged incident.

- When a complaint is received by the Town Clerk/Manager, Mayor, or Deputy Mayor, a meeting will be scheduled with the complainant within five (5) business days following the receipt of the complaint to begin the investigation process. This meeting will be convened by the person to whom the complaint was filed.
- Interviews with the complainant, the accused and any witnesses will be conducted to confirm the details of the alleged harassment within thirty (30) business days.
- The conclusion of the investigation report will be available within thirty (30) business days to the complainant and the accused following the submission of the report.
- To ensure a safe and healthy work environment for all employees, councillors and volunteers, Council will implement corrective action, if required, within 60 business days of receiving the investigative report.
- It was agreed to forward the Harassment Prevention Plan to the Human Resources Committee for input on the proposed amendments.
- Councillor Norman offered to provide training on the plan after the amendments are complete.

### **Janeway Telethon**

The Janeway Children’s Hospital Foundations Telethon is fast approaching and this year the fundraiser is focused on helping our most precious – newborns.

### **MOTION 03-18-21-04 Janeway**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights will donate \$200.00 to the Janeway.

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

**MOTION CARRIED**

### **Write off Taxes:**

The company listed as 55815 Newfoundland and Labrador Inc. has been dissolved, therefore the taxes are uncollectable for 7 Old Access Road. This property tax should be written off and the property made inactive.

### **MOTION 03-18-21-05 Tax Write Off**

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

**BE IT RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights will write off \$357.00, the taxes on 7 Old Access Rd., Long Harbour and will deem the property inactive.

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

**MOTION CARRIED**

## **DEVELOPMENT**

### **FINANCE**

#### **Cheque and Visa List**

The cheque list was presented for the period from February 18, 2021 to March 18, 2021, in the amount of \$55,399.27. The Visa Statement was also presented for period ending March 2021 in the amount of \$552.32.

#### **MOTION 03-18-21-06 Cheque List**

Moved by Councillor Kathleen Griffiths seconded by Councillor Merrill Norman.

**BE IT RESOLVED THAT** the cheque log for period February 18, 2021 to March 18, 2021 in the amount of \$55,399.27 and the Visa Statements for March in the amount of \$552.32 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**

### **Government of NL – Information Circular**

Re: Update to Municipal Water, Sewer and Roads Master Construction Specification

The circular dated March 8, 2021 was copied to all councillors for review.

It outlines changes in the Municipal Water, Sewer and Roads Master Construction Specification. Councils are encouraged to remind their Consultants to follow these specifications unless preapproval by the Department of Municipal Affairs has been given to follow another specification manual.

## **Municipal Symposium 2020**

The Municipal Symposium and 2020 Annual General Meeting will take place online from May 6 – 8, 2021.

Registration is open and the cost to attend is \$250.00 per delegate.

### **MOTION 03-18-21-07 Municipal Symposium and 2020 AGM**

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

**BE IT RESOLVED THAT** four councillors are approved to attend the Municipal Symposium and 2020 AGM.

**In Favor:** Mayor Gary Keating

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** –The next Community Liaison Meeting is scheduled for March 9, 2021. Vale reported on the Environmental Highlights regarding fish monitoring in the Harbour and that everything was very positive. There are 9 local hires for Vale and 26 local residents for contractors. They stated they have just hired a local resident for a Vale position. The next meeting is scheduled for June.

**Fire Department** – Nothing to report

**ERSB** – Nothing new to report .

**HR** – Nothing further to report.

**Audit/Finance & Economic Development** – Nothing further to report.

**Public Works/Roads** – We did have a resident report a concern over the work that was done with the installation of the WTP run off. I advised that the concern be forwarded on to the Town Manager for follow up.

**Strategic Planning** – Nothing further to report

**Community Affairs/Recreation** – All Zumba/Walk at home classes and bingo have been postponed until the area is at level 3 alert.

**Councillor Patricia Burke:** Good news! Early in March she had a call from MP Ken McDonald with the news that the 50+ organization was approved for a \$5,000.00 grant. The project sponsored is Crafts to Comfort. The project includes making quilts and caps for cancer patients, bibs for seniors and other comforting items for donation. All correspondence relating to the grant has been forwarded to the chairperson of the 50+ Club.

Members hope to be able to get together soon to begin their project.

**Councillor Merrill Norman:**

Reported that the Office administrator was seeking information from the Fire Department. He said that he would see that the information is gathered and sent back.

- The information request was sent to the Deputy Chief.

Asks that a copy of the Harassment Prevention Plan be forwarded to him for review.

- Town Manager will forward a copy.

**Councillor Kathleen Griffiths:** Nothing to report. The 50+ Club has not heard anything about their grant application for the Community Garden.

**Deputy Mayor Isadore Gambin:** Asked what council's intentions are about hiring another outside maintenance operator.

- It was agreed to discuss in a HR meeting.

**Mayor Gary Keating:** A lot of effort went into the Human Resource issues of late. Thanked all councillors for their efforts.

- Scheduled a Human Resource Committee meeting for 10:00 tomorrow, March 19, 2021.

Reported there is grant opportunity for upgrades to ATV trails.

- Town Manager to gather information on the opportunity.

Reported on employment issues with Vale. Vale hired 26 new technicians and only one was from Long Harbour. This is not good enough. He has had several telephone conversations with Vale management stressing the importance of hiring local. Also asked that Vale encourage their contractors to hire from Long Harbour. He says he will keep at it.

Mayor Keating thanked everyone for attending the teleconference meeting.

**DATE FOR NEXT MEETING – April 15, 2021**

**ADJOURNMENT**

**MOTION 03-18-21-08 Adjournment**



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

**BE IT RESOLVED THAT** the meeting be adjourned at 8:09 p.m.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**



Mayor Gary Keating

Mayor



Juanita Gosse

Town Clerk/Manager