

*Town of Long Harbour - Mount Arlington Heights*  
*Minutes of Regular Meeting*  
*May 19, 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 05-19-21-01 Adopt Agenda**

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

**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 05-19-21-02 Adoption of Minutes of April 15, 2021**

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

**BE IT RESOLVED THAT** the minutes of April 15, 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**

**MOTION 05-19-21-03 Adoption of Minutes of Special Meeting held May 3, 2021**

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

**BE IT RESOLVED THAT** the minutes of May 3, 2021, 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**

**AD&D Group Insurance for Councillors and Staff**

- This group insurance can be provided through Cal LeGrow, under the MNL insurance plan for \$49.00 per person. SSQ pricing is \$93.00 per person. In comparison, the policy offered by Cal LeGrow offers a higher payout. For example, the maximum weekly benefit amount with SSQ is \$400.00, with Cal LeGrow it is \$500.00. Accidental Dental Expense Benefit with SSQ is \$1,000.00 and with Cal LeGrow it is \$1,500.00.

**MOTION 05-19-21-04 AD&D Group Insurance for Councillors and Staff**

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

**BE IT RESOLVED THAT** Council approves purchasing AD&D Group Insurance under the MNL pricing from Cal LeGrow for Councillors and Staff.

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

**MOTION CARRIED**

**MOTION 05-19-21-05 Invoice from SSQ for 2020**

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

**BE IT RESOLVED THAT** Council does not approve payment of the 2020 invoice from SSQ.

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

**MOTION CARRIED**

## **Municipal Circular – General Election Mail-In Voting**

Brought forward from the last meeting.

Circular informs Council that the guidelines surrounding the general elections may change depending on the COVID-19 Alert level in place in September. It is likely we will be able to hold the traditional in person election with Municipalities ensuring public health guidelines, including physical distancing and appropriate hygiene practices.

With the uncertainty around the pandemic, municipalities may considering allowing residents the option of voting by mail. Voting by mail must be approved by the Minister in writing, a resolution must be passed, and regulations created. The mail-in voting system must be in place 60 days prior to the election. In this case, before July 30, 2021.

It should be noted that according to Section 97 of the Elections Act, before the regulations, procedures and forms come into force, they must be approved in writing by the Minister of Municipal and Provincial Affairs.

## **Circular – Election of Mayor**

Brought forward from the last meeting.

Under the authority of section 17 of the Municipalities Act 1999, councils may choose, by a 2/3 vote of councillors in office, to provide for a separate election for mayor or may change that decision. Under section 18, where there is no separate election for mayor, councillors are required to elect one councillor to be Mayor. They are also required to elect one councillor to be Deputy Mayor. This must be done after each general election.

If your municipality has concerns about attracting a sufficient number of people to run in the upcoming election, it may be beneficial to choose to elect a mayor from council as opposed to holding a separate election for mayor. You can do this if 2/3 of council votes to do so.

- It was noted that the Town's current policy provides a separate ballot for mayor. This can be changed with a 2/3 vote of councillors in office.

**Hiring Process for Outside Staff:** This issue was briefly discussed. The HR Committee did not make a recommendation to Council. The HR Committee will revisit the issue.

## **Hiring Process for Special Projects**

A public notice will be mailed out informing residents of available funding. The public notice will request residents to express interest. This will ensure there are residents available to work on the

project and will generate the number of positions for the application. This notice is primarily for information purposes and should not be considered the application for employment.

If the project is approved, a job ad will be mailed out explaining the project and requesting residents to apply. This public notice will include a step-by-step process on how to apply and the criteria to be met by applicants.

In the case where there are more applicants than available positions:

1. Applicants will be considered - one person per household
2. Remaining applicants will be drawn from a hat
3. Human Resources Committee members and applicants will be invited to witness the draw from the hat

### **MOTION 05-19-21-06 Hiring Process for Special Project**

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

**BE IT RESOLVED THAT** Council approves the policy as recommended by the Human Resources Committee.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Salary Increases – Administrative Staff**

Salary increase were compared to increases approved for the outside maintenance operators. As the outside maintenance staff salaries have increased \$4.00 per hour over the past 15 months, the following is recommended for the administrative staff:

Town Office Administrator – \$3.47 per hour

Town Clerk/Manager – \$3.14 per hour, based on a 40-hour week

### **MOTION 05-19-21-07 Salary Increase for Administrative Staff**

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

**BE IT RESOLVED THAT** Council approves the salary increases for administrative staff as recommended by the Human Resources Committee:

Town administrator – increase \$3. 47 per hour

Town Clerk/Manager – increase \$3.14 per hour based on a 40-hour week.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**



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

The following amendments are recommended by the Human Resources Committee:

### Investigation

- Incidents of harassment should be reported as soon as possible, but to ensure proper investigation, should be reported no later than 12 months after the most recent incident.
- Conclusion report will be available within ninety (90) days to the complainant and the alleged harasser

### Procedure for Addressing Complaints and Investigation

- The Mayor or Deputy Mayor has the authority to appoint a designate to investigate the incident.

It is recommended that a sign off sheet be added to the policy to ensure the policy is read and understood by all staff, management, and volunteers.

## **MOTION 05-19-21-08 Amendment to the Harassment Prevention Plan**

Moved by Mayor Gary Keating; seconded by Councillor Merrill Norman.

**BE IT RESOLVED THAT** Council approves the amendments to the Harassment Prevention Plan as recommended by the Human Resources Committee including the creation of a sign off sheet.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

## **MANAGERS REPORT**

**510 Main Street – Property Title Search:** Working on resolving this issue. Nothing new to report at this time.

### **WTP Generator:**

Sansom: Sansome price for Kohler generator package is \$41,680.00 plus HST.

Cahill has priced the same generator package from Sansom. Price would be the same.

Toromont Cat quoted a caterpillar package for \$41,800 plus HST. Toromont Cat do not install. I am waiting on a quote on the installation from H&F Electrical Limited.

As for pricing the cement work. There is a specification for the cement work. I have forwarded the specifications to MJ Hickey's for a price quote.

- Deferred to the next meeting

**Summer Students:** The town is approved for two students under the Canada Summer Job Program, each for 30 hours per week for eight weeks. The Town has submitted two applications for students under the provincial summer student program. MHA Jeff Dwyer was made aware of our application.

**Outside Maintenance:** Last week, the maintenance staff and I got together at 11:30 at night to carry out leak detection throughout town. We identified a break between Lester Burkes and Ambrose Bruce's, another around the turn of the Bid Head and another in the bottom.

Since then, the outside staff repaired a waterline break around Big Head, found a leak on a resident's service line, down in the bottom. They believe there may be a leak in the line going to the trailer park and there may be one on Gambin's Lane. Leak detection is a priority as our flow rate is 42 gallons per minute at night. Staff will continue to work on this.

There is good news regarding sludge removal. In the first quarter of 2021, we were having sludge removed every 13 to 14 days, however, there's been a change. The last time we had sludge removed was April 16<sup>th</sup>, 34 days ago. Today there was 57 inches of sludge in the tank. Sludge is removed at 96 inches. We will definitely see a cost savings for sludge removal in the second quarter of 2021.

#### **Sludge Removal Proposal from Duane Baker Services:**

Town Manager provided information to Council and made a recommendation regarding this issue:

Our water treatment plant produces sludge as a byproduct of the water treatment process. The amount of sludge produced is affected by:

1. The amount of water we produce.
2. Raw water quality – Seasonal changes affect the raw water quality. Raw water color and the organics/sediment in the pond.
3. Chemical use – the more chemical we use; the more sludge is produced.

In the later part of 2020, I saw an upward trend in the cost to remove sludge. This was very concerning. The two main factors contributing to the increase were: we were forced to change vendors as Kennedys were no longer operating, and at the same time, the plant was producing more sludge. Sludge production was discussed many times with our outside staff during morning staff meetings, and we continued monitoring.

My concern for higher costs prompted me to call in Duane Baker Services. I explained to Duane the increase in sludge and asked if he would analyze chemical use and plant production to ensure the plant was operating at its best. He was in for a couple of days and he and the outside staff did tests. His report was tabled at a meeting and basically said the increased sludge production was caused by a change in raw water quality and leaks in the distribution system. The following paragraph is taken from Duane Baker's report:

*Discussed sludge production and management issues with the operators. From these discussions it appears that the main reason for increased costs is the higher organic load in the raw water and the increased chemical dose required to remove this load.*

*The biggest cost savings at the plant can be had by fixing leaks out in the distribution system. Every litre of leak reduction immediately and significantly reduces costs every minute that water isn't running out on the ground. There is less chemical being used, less power being used, and less sludge being produced. Leaks run 24 hours a day, 7 days a week and the cost to produce this wasted water is very significant.*

After this report, Duane approached me with a proposal to deal with sludge costs using geotube dewatering technology. The first proposal included a \$5,000.00 setup fee and a monthly payment of \$1,350.00 per month for the first year and \$1,250.00 per month for the second year.

I didn't question Duane on how he calculated his pricing. This was his proposal to the town.

What I saw was a perfect opportunity for the town to decrease the cost of sludge removal and for Duane Baker Services to make a profit. I saw this as a win-win situation.

I am also aware that dewatering using geotube technology is not new. The Bay Bulls Big Pond DAF plant uses geotubes to dewater sludge. Obviously, it can be done within environmental regulations. Dewatering using geotubes is used in other provinces such as PEI. I've read that it is the most environmentally friendly way to dispose of sludge.

My view on sludge dewatering using geotube technology has not changed. I believe it is a cost-effective way to dispose of sludge.

My recommendation that the Town decline a contract with Duane Baker Services is not based on the dewatering technique but based on what has transpired over the past few months. I question should Council enter into a contract with a service provider who refuses to communicate, who threatens legal action from the onset, who signs a contract - reneges on it, makes another proposal; and when the new proposal is approved, refuses to sign it. This is not a company I would want to be involved with, and through this report, I am forwarding my recommendation to Council.

Please note, as town manager, I can only make recommendation. The decision is councils.

**Community Centre:** On behalf of Council, I would like to give a shout out of thanks to Judy and Darryl Murphy for volunteering their time to install the sound panels in the Community Centre. It was several days' work, very meticulous work, but the look they have created was worth the effort. A beautiful job Judy and Darryl. Thanks so much!

**Redirect Water from 12 Newtown Road:** Nothing new to report on this issue.

**Discharging to the Ocean:** I have asked Wood Environment to provide a price quote to evaluate our discharge water to determine if it can meet regulations to flow to the ocean under Schedule B of the sewage disposal regulations. The email from Environment and Climate Change Canada was forwarded to Wood for analysis along with additional backwash samples collected by Cahill in 2019.

I followed up earlier this week with an email and to date have not received a quote.

I have asked Cahill if they would provide a price quote for the same work. Cahill is more familiar with the plant design and the issues we have with discharge.

**COVID-19 Stimulus Program:** Program is going well. Employees on this program are working on the ATV trail.

**ATV Trail:** We are transporting the road gravel to the trail. We were able to transport six loads per hour on the first day.

Feedback about this trail is all positive. A lot of great work happening. Residents are helping out with moving rock. This is very positive.

Under the COVID-19 Stimulus Project, the town was approved to hire 19 residents, however, 21 residents applied for employment.

**MOTION 05-19-21-09 Hire two residents for ATV Trail**

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

To ensure all applicants for the COVID-19 Stimulus Project are employed:

**BE IT RESOLVED THAT** Council approves hiring two residents for the ATV trail.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

**DELEGATIONS** – None

**NEW BUSINESS**

**Tax Recovery Plan 2020**

The Town collected 97% of outstanding taxes for year ending December 31, 2020. An overview of what worked:

- Early invoicing
- Discount offered to encourage tax payment before the due date
- Reminders of the discount date



- Notices are mailed out to delinquent taxpayers quarterly
- The Town accepts payment plans
- The Town accepts post-dated cheques
- The Town charges interest on arrears
- The Town discontinues water services for nonpayment of taxes
- The Town forwards delinquent taxpayers to a collection agency

In order to ensure the availability of sufficient municipal services, it is important that residents and businesses make their payments to Council by June 30, 2021, or otherwise be placed on the Town's arrears listing and held subject to the Town's arrears recovery actions as presented in the Town's Tax Recovery Plan.

Under the Government of Newfoundland and Labrador Community Sustainability Partnership, the Town must implement and maintain a Tax Recovery Plan and Tax Receivable Summary by establishing objectives, timelines and procedures to recover unpaid taxes from the current and previous years.

The Town is subject to these accountability measures in order to receive the Municipal Operating Grant, (MOG) funding and a share of Provincial Gas Tax Revenue funding.

Moreover, the Town will take all reasonable actions towards the recovery of taxes in arrears while ensuring the tax recovery process being followed is fair and reasonable to the taxpayer and the Town, and within the authority provided under the *Municipalities Act, 1999*.

Tax Year Planning Schedule:

- Tax Notices are mailed out by the end of January 2021
- Taxes are due on June 30, 2021
- Taxes are considered unpaid after July 1, 2021
- Taxes are considered in arrears after July 1, 2021
- Tax Recovery Plan begins January 1, 2021

The Tax Recovery Plan must be submitted along with the 2020 Tax Receivables Summary to the Department of Municipal and Provincial Affairs

**MOTION 05-19-21-10 Tax Recovery Plan 2020**

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

**BE IT RESOLVED THAT** Council approves the Tax Recovery Plan 2020 with the objective to recover at least 98% of the December 31, 2020, total tax receivable before December 31, 2021.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

## Update Municipal Development Plan and Regulations

Our Municipal Plan and Development Regulations are outdated. The document is dated 2007-2017 and must be updated to meet the legislative requirements of the *Municipalities Act 1999* and the *Urban and Rural Planning Act 2000*. I have obtained three price quotes for this work:

Anna Myers, Canadian Institute of Planners – \$20,700 + HST (Professional fees plus travel & printing)

John Walsh, JW Consulting Associates - \$7,500 plus HST

Jack Caines – CBCL – 7,356.00 plus HST

### **MOTION 05-19-21-11 Update Municipal Plan and Development Regulations**

Moved by Mayor Keating; seconded by Councillor Kevin McDonald.

**BE IT RESOLVED THAT** Council approves the price quote provided by Jack Caines, CBCL for \$7,356.00 plus HST.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Asphalt Sealing and Line Painting**

Irish Loop Paving provided a price quote to seal and paint the lines of the parking lot for the Municipal Complex: \$3,650.00. This work was done in August 2017 for the same price. Price includes a 2-year warranty on the lines.

### **MOTION 05-19-21-12 Asphalt Sealing and Line Painting**

Moved by Councillor Merrill Norman; seconded by Deputy Mayor Isadore Gambin;

**BE IT RESOLVED THAT** Council approves Irish Loop Paving to seal and paint the lines on the Municipal Complex parking lot, at the quoted price.

**In Favor:** Mayor Gary Keating

Deputy Mayor Isadore Gambin

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

**MOTION CARRIED**

### **Ronald McDonald House:**

Seeking support in the form of a donation. Council gave \$1,000.00 in September of 2020.

**MOTION 05-19-21-13 Donation to Ronald McDonald House**

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

**BE IT RESOLVED THAT** Council approves a \$1,000.00 donation to Ronald McDonald House.

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

**MOTION CARRIED**

**Kids Eat Smart**

You are invited to a Kids Eat Smart Foundation Partner Recognition Event on Thursday, June 10, 2021, at 10:00 a.m. via Zoom.

- Councillor Kevin McDonald will attend the zoom event.

**DEVELOPMENT**

**Homebased Business** – Good to be Home Cooking takeout at 35 Kings Point Road. The business will prepare homecooked meals for take-out and local deliveries.

Our outside staff has considered how this homebased business will affect traffic and parking in this area and have not identified any issues.

**MOTION 05-19-21-14 Homebased Business**

Moved by Councillor Patricia Burke; seconded by Deputy Mayor Isadore Gambin.

**BE IT RESOLVED THAT** Council approves the Homebased Business at civic address 35 King's Point Road, subject to the approvals and licensing from all other government agencies have jurisdiction.

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

**MOTION CARRIED**

**FINANCE**

**Budget Analysis for 1<sup>st</sup> Quarter**

Budget analysis was provided to all councillors. The total expenditures for the 1<sup>st</sup> quarter is \$290,159. This total is well under budget.



## **Cheque and Visa List**

The cheque list was presented for the period from April 16, 2021, to May 19, 2021, in the amount of \$130,133.25. Also presented is the Visa Statement for March to April in the amount of \$2,557.28 and the Visa Statement covering the period from April to May in the amount of \$2,335.44

## **MOTION 05-19-21-15 Cheque List and Visa Statements**

Moved by Councillor Kathleen Griffiths seconded by Councillor Merrill Norman.

**BE IT RESOLVED THAT** the cheque list for the period of April 16, 2021, to May 29, 2021, in the amount of \$130,133.25 be approved for payment, as well as the Visa Statement covering the period from March to April in the amount of \$2,557.28 and April to May in the amount of \$2,335.44.

**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**

### **Letter from RCMP**

The letter introduces Tim Williams, the new District Commander for Placentia Whitbourne, and provides a list of staff members. In June, the District will be fully staffed with the addition of Cst. Robert Hynes and Cst. Jonathan Miller.

District Commander Tim Williams looks forward to meeting you soon and working together with the mutual goal of keeping our communities and residents safe.

### **Government of Newfoundland and Labrador – Re: 2021 Budget:**

Acknowledges receipt of our 2021 Municipal Budget as prepared and adopted by Council. The budget has been review by Municipal Affairs and it was noted that the Federal Gas Tax amount should have been \$29,997. It is asked that we make this correction.

- The budget has been updated to reflect this change.

### **Government of Newfoundland and Labrador – Circular**

The Circular informs municipalities that Infrastructure Canada has announced a new funding program, called The Green and Inclusive Community Buildings program. This program aims to build more community buildings and improve existing ones. In areas with populations experiencing higher needs



while also making buildings more energy efficient, lower carbon, more resilient, and higher performing. This is a five-year \$1.5 billion program will support green and accessible retrofits, repairs or upgrades of existing public community buildings.

### **Government of Newfoundland and Labrador – Community Sustainability Partnership Accountability Measures and Exemptions**

The circular clarifies the accountability measures required to be eligible for funding under the Municipal Operating Grant and the Provincial Gas Tax Revenue program for 2021-2022, as well as identify parameters for possible exemptions.

To receive the 2021/2022 MOG payments and the Provincial Gas Tax Revenue payments without delay, eligible municipalities are required to do the following:

- submit a completed 2021 municipal budget
- submit audited Public Sector Accounting Board financial statements by June 30, 2021, for the 2020 Municipal Fiscal year.
- submit a completed Tax Recovery Plan for the 2020 Municipal Fiscal Year by June 30, 2021.
- submit a completed Tax Receivable Summary for the 2020 Fiscal Year by June 30, 2021.
- to have maintained our own source revenue, on a per capita basis, in our 2021 municipal budget (over own source revenue levels in our 2015 municipal budget)

After the motion made earlier this evening approving our Tax Recovery Plan, the town is fully compliant with the accountability measures to receive the MOG and Provincial Gas Tax without delay.

### **Letter of Response from Vale:**

Letter from Vale is in response to our letter about littering on route 202, the Long Harbour Access Road. Peter Prinsloo says he too is disappointed to see the trash on route 202 as well as other highways in the province. He thanks us for making him aware of our community clean-up plans and he commits his employees to participate in the cleanup activities over the coming weeks. In addition, Jared Saunders is working on a Litter Awareness campaign, and he will provide an update on this at the next Liaison Committee meeting.

### **Boaters Committee:**

The Boaters Committee met earlier this week and they are seeking funding for four 8 x 32 floating docks, ten anchors, 920 feet of 2” galvanized chain, and three gangways. The total estimated price is \$50,000.00 taxes included.

### **MOTION 05-19-21-16 Financing Floating Docks**

Moved by Councillor Kathleen Griffiths seconded by Councillor Merrill Norman.

**BE IT RESOLVED THAT** Council supports the Boaters Committee and will finance four floating docks at the estimated price of \$50,000.00 HST included.

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

**MOTION CARRIED**

**Crown Land Grant:** The grant was copied to all councillors to show the location of the land. Council applied for this property some time ago for a new public works depot.

### **Video Recording Council Meetings**

Deputy Mayor Gambin has requested Council consider Video recording the Council meetings.

Town Manager checked the Town of Long Harbour-Mount Arlington Heights Rules and Regulations Governing Procedures of Meetings; video recording is allowed if it is agreed to by Council.

### **MOTION 05-19-21-17 Video Record Council Meetings**

Moved by Deputy Mayor Isadore Gambin; seconded by Councillor Merrill Norman.

**BE IT RESOLVED THAT** Council will video record the Council meetings.

**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** – Nothing to report

**Fire Department** – Nothing to report

**ERSB** – Attending regular monthly meetings.

**HR** – Nothing further to report

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

**Public Works/Roads** – Nothing further to report

**Strategic Planning** – Nothing further to report

**Community Affairs/Recreation** – The ATV trail looks amazing and lots of positive compliments from the residents and a big congrats and thanks to Paul Keating who has put in a lot of hours on his own time to haul rocks to fill in the trail. Council should forward a thank you to Paul for the work he is doing.

**Councillor Patricia Burke:**

Requested staff mail out a notice for bulk garbage collection noting the items acceptable and not acceptable for collection.

- This notice is ready to be mailed out but could not be sent because the post office was not open.

Thanked the towns administrator, the town manager and councillor Griffiths for assisting her in setting up to attend the MNL Symposium meetings from the municipal building.

Report from the MNL Symposium was handed out to all councilors and the town manager.

**Councillor Merrill Norman:**

Reported that the Fire Department did SCBA training with Vale. Vale is reorganizing the supplies in our pumper truck to match theirs. Any deficiencies in supplies will be reported to the Fire Department. Vale checks the pumper truck each week.

Some members of the Fire Department will attend the First Aid training offered in June.

**Councillor Kathleen Griffiths:**

Attended the MNL Symposium and took part in putting together the report for Council.

Discussed the lobster boil. Date to be determined. Councillors, staff, and their spouses will be invited to the lobster boil.

**Deputy Mayor Isadore Gambin:**

Will schedule a Human Resources meeting to discuss the hiring process for staff.

**Mayor Gary Keating:**

We are currently employing several residents along with our staff and with that comes additional work. Thanked the Town Manager for her professionalism.

**DATE FOR NEXT MEETING** – June 17, 2021

**ADJOURNMENT**

**MOTION 05-19-21-18 Adjournment**

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

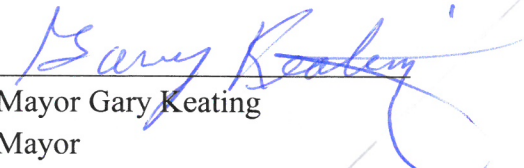
**BE IT RESOLVED THAT** the meeting be adjourned at 8:52 p.m.

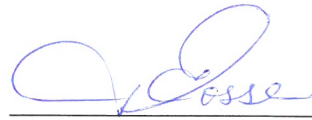
**In Favor:** Mayor Gary Keating

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