

***Town of Long Harbour - Mount Arlington Heights  
Minutes of Regular Meeting  
February 24, 2022***

**In Attendance**

Mayor Walter Keating

Councillor Patricia Burke

Deputy Mayor Kevin McDonald

Councillor Merrill Norman

Councillor Gary Keating

Councillor Wayne Kelly

Councillor Lydia Burke

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

**CALL TO ORDER**

Mayor Walter Keating called the meeting to order at 6:59 p.m.

**ADOPTION OF AGENDA**

**MOTION 02-24-22-01 Adopt Agenda**

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

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

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
**Councillors:** G. Keating, L. Burke, P. Burke, M. Norman, W. Kelly

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**MOTION 02-24-22-02 Adoption of Minutes of January 20, 2022**

Moved by Councillor Gary Keating, seconded by Councillor Lydia Burke.

**BE IT RESOLVED THAT** the minutes of January 20, 2022 Regular Meeting be adopted without errors or omissions.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
**Councillors:** G. Keating, P. Burke, M. Norman, L. Burke, W. Kelly

**MOTION CARRIED**

## **BUSINESS FROM THE MINUTES**

### **Shoreline Erosion – Gambin’s Lane**

A letter outlining council’s concerns about shoreline erosion was sent to the Minister of Environment and Climate Change, the Honorable Bernard Davis and copied to Krista Lynn Howell, Minister of Municipal and Provincial Affairs and Ken McDonald, MP for the Avalon. This will note our concerns regarding shoreline erosion, and open discussion for funding opportunities.

### **Email Re: 517-527 Main Street**

The culvert placement was designed by the engineering department with Transportation and Works. I emailed the engineer responsible for the design and outlined the problem the culvert is causing on Mr. Murphy’s property.

Transportation and Works engineer asked for a copy of Mr. Murphy’s survey to give him an idea of what can be done to resolve the problem.

We know surveyors were on the site, however, we have not had a response from Transportation and Works.

Mr. Murphy telephoned earlier this week, and I was able to provide him an update on the situation. He was very understanding and pleased with Council’s action in response to this problem.

## **MANAGERS REPORT**

**Disclosure Statements:** Under the current legislation, *The Municipalities Act 1999*, all councillors and senior staff must file with the town, on or before March 1<sup>st</sup> of each year, a Disclosure Statement. The Disclosure Statement lists all properties owned by councillors and senior staff, and any business interests they may have.

- The form was provided to all councillors.

**Municipal Plan and Development Regulations Update:** The draft documents were added to the town’s webpage. Residents and stakeholders were invited to review the drafts and submit suggestions, concerns and/or other input. There were no submissions and therefore we will proceed to the next step in the process. The drafts documents are submitted to the department of Municipal Affairs for review and ministerial approval.

**Generator:** Cahill installed the transfer switch last week. The generator pad is being built offsite and will be placed on the site upon completion. Groundwork for the generator pad is complete.

According to Toromont Cat, the generator is in route and will arrive in St. John’s at the end of February.

Our outside staff suggested we include the old pumphouse with the generator connection. The old pumphouse requires lights and heat for chemical storage. I spoke with Cahill, and they suggested servicing the old pumphouse from the water treatment plant. This would ensure a smooth transition to generator power when required and allow the town to disconnect the service to this building, resulting in a cost savings. The estimated cost of material and labor for Cahill to run the conduit for 100 amps to the old pumphouse is \$1,500.00. This would run the lights, heat and any service receptacles in the main area of the building.

**Census Information:** Census data for 2021 was released on February 9, 2022. The data is inaccurate for the Town of Long Harbour-Mount Arlington Heights. It lists our population as 185, representing a decline in population of 26% from the 2016 data. This error will negatively affect our ability to secure funding and could decrease funding obtained on a per capita basis. It is important to have the data corrected as quickly as possible. The request for a review of the data was sent to Census Canada, and has been logged.

**Trench Box:** Received an email today from Direct Equipment Limited and the trench box is ready for shipping.

**Clean Harbours:** We received an email this afternoon from Clean Harbours. They are seeking Federal and Provincial funding to assist in the removal of three boat wrecks from the shores of Placentia Bay.

**Vandalism** – Town Staff reported vulgar language and graffiti painted on the cement hazard barrier under the cliff around the Big Head.

**DELEGATIONS** - None

## **NEW BUSINESS**

### **Backhoe Repair**

As stated in my email to all councillors on February 8<sup>th</sup>, the backhoe required additional repairs. The problem was caused by dirt and water in the fuel lines. Dodd's Diesel cleaned and replaced all fuel lines and filters. They suctioned the strainer, changed all oils and oil filters. They recommended replacing the fuel injection pump. They also recommended replacing the battery as the backhoe had to be boosted constantly.

The price quote on the fuel injection pump is \$7,359.98 with a 10 to 12 day delivery. Labour to install the pump and the cost of the battery will be extra.

### **MOTION 02-24-22-03 Approval of Backhoe Repairs**

Moved by Councillor Wayne Kelly, seconded by Deputy Mayor Kevin McDonald.

**BE IT RESOLVED THAT** Council approves the backhoe repairs as recommended by Dodd's Diesel.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
Councillors: G. Keating, P. Burke, M. Norman, L. Burke, W. Kelly

**MOTION CARRIED**

### **Asset Management**

The Federation of Canadian Municipalities (FCM) has partnered with Municipalities Newfoundland and Labrador, (MNL) to offer asset management assistance to Canadian municipalities. Through this partnership, MNL and Tract Consulting Inc. will offer an asset management training program. Deputy Mayor Kevin McDonald and Councillor Patricia Burke has enrolled in the training program.

TRACT will work with us to get the most out of Asset Management. The program includes:

- Your Community Assessment
- Full Support in creating a Funding Application to FCM
- Asset Management Prep Planning Sessions

Municipalities are eligible for a \$50,000.00 grant from FCM to support the completion of an Asset Management Plan. Municipalities with a population under 1000 pay 10% of the cost. An Asset Management Plan will assist with Capital Works Funding applications and will become a requirement for municipal funding within the next few years.

A cost estimate from TRACT to complete an Asset Management Plan is \$49,060.00. To proceed we need the following resolution.

Councillor Patricia Burke is requesting another councillor take her place for the Asset Management sessions.

- It was agreed that Mayor Keating will enroll in the information sessions.

### **RESOLUTION 02-24-22-04 Asset Management**

Moved by Councillor Merrill Norman, seconded by Deputy Mayor Kevin McDonald.

**BE IT RESOLVED THAT** Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program for the Asset Management Initiative: Asset Register, Asset Prioritization, and Strategy.

**BE IT THEREFORE RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights commits to conducting the following activities in its proposed project submitted to the FCM's Municipal Asset Management Program to advance our asset management program:

Phase 1 - Asset Register  
Phase 2 - Asset Prioritization  
Phase 3 - Capital and Operational Strategies and Policy

**BE IT FURTHER RESOLVED THAT** the Town of Long Harbour-Mount Arlington Heights commits a maximum of \$4,906.00 plus project HST from its operating budget toward the costs of this initiative.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
**Councillors:** G. Keating, P. Burke, M. Norman, L. Burke, W. Kelly

**MOTION CARRIED**

### **St. Francis Xavier Parish**

The Archdiocese of St. Johns will sell all Church properties to satisfy their liability for claims of abuse at the Mount Cashel Orphanage. Once the Church is sold, the Parish is requesting Council provide a place to hold Mass.

- Council will work with the Parish to accommodate Church services.

### **Active NL Funding Grant**

The Honourable Steve Crocker, Minister of Tourism, Culture, Arts and Recreation, announced the Active NL Fund in support of Come Home Year 2022. This grant opportunity for up to \$15,000.00 is available to support active healthy living infrastructure including extending and upgrading walking, hiking and multiuse trails and development enhancement of outdoor recreation spaces and infrastructure.

### **MOTION 02-24-22-05 Apply for Active NL Fund**

Moved by Councillor Patricia Burke, seconded by Councillor Wayne Kelly.

**BE IT RESOLVED THAT** Council approves submitting an application for Active NL funding in the amount of \$15,000.00 to upgrade Maturin Pond and Middle Pond trails.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
**Councillors:** G. Keating, P. Burke, M. Norman, L. Burke, W. Kelly

**MOTION CARRIED**

### **Come Home Year Community Cleanup Grant**

Submitted application and was approved for a \$1,000.00 Come Home Year Community Cleanup Grant. This is the maximum funding for a community this size.

### **DEVELOPMENT**

## **FINANCE**

### **Cheque and Visa List**

The cheque list was presented covering the period from January 21, 2022, to February 24, 2022, in the amount of \$134,212.64. This includes the payment to Placentia for their 10% share of Vale Taxes. Visa Statement was also presented for February in the amount of \$ 600.64.

### **MOTION 02-24-22-06 Cheque List and Visa Payment**

Moved by Councillor Lydia Burke; seconded by Councillor Gary Keating.

**BE IT RESOLVED THAT** the cheque list for the period of January 21, 2022, to February 24, 2022 in the amount of \$134,212.64 be approved for payment as the Visa Statement for February in the amount of \$600.64.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
Councillors: G. Keating, L. Burke, P. Burke, W. Kelly, M. Norman

**MOTION CARRIED**

### **Cash Analysis**

Cash analysis was copied to all councillors.

## **CORRESPONDENCE**

### **Municipal Affairs – Circular on Regionalization**

Circular advises the release of the Joint Working Group Recommendations for Regionalization. The Circular was forwarded to all councillors via email as it contained a link to the actual report.

The Joint Working Group was established in 2020 to build upon regional governance consultations and research that have occurred in recent years and to make recommendations on a plan for regionalization.

Councillors are encouraged to take a look at the report and recommendations.

### **Municipal Assessment Agency – News Release**

The News Release was copied to all Councillors.

The Municipal Assessment Agency is pleased to announce that Deputy Mayor Mary Thorne-Gosse of Torbay has been elected Urban Director to its Board of Directors. The Board member for the Avalon is Mayor Betty Moore of Clarke's Beach.

## **Private Member's Bill C-229**

MP Peter Julian is seeking Council support for his private Member Bill C-229, An Act to Amend the Criminal Code banning symbols of hate to prevent anyone from selling and displaying symbols that promote hatred and violence against identifiable groups. It is a tool to address the growing violence and hate that we are seeing in many Canadian communities.

### **RESOLUTION 02-24-22-07 Support for Private Member's Bill C-229**

Moved by Councillor Patricia Burke; seconded by Councillor Lydia Burke.

**BE IT RESOLVED THAT** on behalf of our 240 residents, the Town of Long Harbour-Mount Arlington Heights endorses MP Peter Julian's Private Member's Bill C-229 – Banning Symbols of Hate Act.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
Councillors: G. Keating, L. Burke, P. Burke, W. Kelly, M. Norman

**MOTION CARRIED**

**NOTICE OF MOTION** – None

## **COMMITTEE REPORTS**

**Community Affairs and Recreation** – Councillor Lydia Burke presented

Appreciation Night: Event date to change to April 30<sup>th</sup>. Office staff to inform residents.

- Schedule a planning session with staff. Asked Deputy Mayor McDonald to join the planning group.

Long Harbour Days: We need to plan the event and schedule entertainment. Asked about the bandstand.

- We are currently pricing material to build the bandstand and will seek approval for the expenditure at our next regular meeting.

The organizer of the ball tournament is not able to take it on this summer. Councillor Burke is requesting council reach out to find someone to organize it.

Talked about the ballpark garden and listed several items that need attention. She will make a list for the mayor.

**Crafts to Comfort** – Councillor Patricia Burke presented

Two weeks prior to Christmas our Crafts to Comfort Group took a leave from our activities with the intentions of returning the second week in January, however, our return was delayed due to COVID-19.

Funds from the New Horizons Grant have been depleted but we continue to get requests for hospital quilts and adult bibs.

With an additional \$1,500.00 we can satisfy some of these requests.

**MOTION 02-24-22-08 Donation**

Moved by Councillor Wayne Kelly; seconded by Councillor Lydia Burke.

**BE IT RESOLVED THAT** Council approves a \$1,500.00 donation to the Crafts to Comfort Group.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald

Councillors: G. Keating, L. Burke, P. Burke, W. Kelly, M. Norman

**MOTION CARRIED**

**Code of Conduct Virtual Session** – Councillor Patricia Burke presented

The Code of Conduct virtual session was meant as an overview of what is to come, and the presenter stated multiple times during the 100-minute presentation that a template for what is forthcoming itself has not been drafted to date. It seems to me that knowledge and input on the part of managers, councillors and employees is a prerequisite.

Much information was imparted in this session regarding:

Mandate training

Creation of two Codes of Conduct (employee and councillor)

What constitutes dismissal (termination from council)

Timelines and responsibilities of those involved in conflict of interest

I wonder how much was understood and retained by the listener no matter how attentive.

As a councillor, might suggest that these virtual sessions take place at a time and place where managers, councillors, and staff can, as a group, participate, discuss, question etc..

**Councillor Remuneration**

Mayor Keating thanked council. He has decided he will not accept councillor remuneration this quarter. He was out of town for a period of time during the quarter, however, continued to meet with the deputy mayor and town manager by phone, each week.

**DATE FOR NEXT MEETING** – March 24, 2022

**ADJOURNMENT**



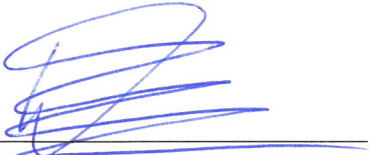
**MOTION 02-24-22-09 Adjournment**

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Gary Keating.

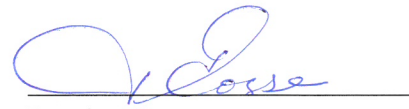
**BE IT RESOLVED THAT** the meeting be adjourned at 7:55 p.m.

**In Favor:** Mayor Walter Keating  
Deputy Mayor Kevin McDonald  
Councillors: G. Keating, P. Burke, M. Norman, W. Kelly, L. Burke

**MOTION CARRIED**



Walter Keating  
Mayor



Juanita Gosse  
Town Clerk/Manager