

Town of Long Harbour - Mount Arlington Heights
Minutes Regular Meeting
February 16, 2023

In Attendance

Deputy Mayor Kevin McDonald

Councillor Wayne Kelly

Councillor Gary Keating

Councillor Merrill Norman

Councillor Lydia Burke

Absent: Mayor Walter Keating

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

CALL TO ORDER

Deputy Mayor Kevin McDonald called the regular meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

MOTION 02-16-23-01 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

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

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 02-16-23-02 Adopt the Minutes of January 19, 2023

Moved by Councillor Wayne Kelly, seconded by Councillor Merrill Norman.

BE IT RESOLVED THAT the minutes of January 19, 2023 Regular Meeting be adopted without errors or omissions.

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

MOTION CARRIED

BUSINESS FROM THE MINUTES

Dilapidated Buildings and Car Wrecks

Letters from Mr. Gambin

a. Letter dated January 23, 2023, was copied to all councillors.

Mr. Gambin is seeking clarification from council as to what vehicles are to remove from 743 Main Street. He asks council provide photos of the vehicles that are to be moved.

b. Letter dated February 8, 2023, was copied to all councillors.

Mr. Gambin writes that he is confused by council's letter of January 20, 2023, which states "remove all vehicles from residential properties..." He writes that all residents park their personal vehicles by their homes, therefore, all residents should have received the same request from council.

It was noted that council's letter to Mr. Gambin dated January 20, 2023, actually requests he remove all "vehicles used in his commercial activity" from his residential properties.

Mr. Gambin seeks clarification on which vehicles to remove from 743 Main Street, 531 Main Street, and 2 Gambin's Lane. He is requesting that council identify the vehicles they want removed and the reason for the request.

MOTION 02-16-23-03

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

BE IT RESOLVED THAT Council will forward a letter to Mr. Gambin clarifying their request, that he remove all vehicles **used in his commercial activities**, from his residential properties.

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

MOTION CARRIED

It was suggested that town staff take photos of the Gambin properties for verification as to the state of the properties at a specific date.

MOTION 02-16-23-04 -Photograph Properties

Moved by Councillor Merrill Norman, seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT Council will have staff take photos of 743 Main Street, 531 Main Street, 2 Gambin's Lane and Gambin's Garage.

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

MOTION CARRIED

Demand Notice on Civic Address 485 Main Street

Town Manager sent a private facebook message to the last know owner of the property and is waiting on a response.

Green & Inclusive Community Building Program

Council was presented with the estimates from GrantMatch which included two proposed projects. The first included the Building Automation System as well as Architect & Engineering fees. It also includes 25% contingency. The total cost estimated for this project is \$ 649,375. Council's financial responsible would be \$249,619.

The second proposed project does not include the Building Automation System. It also removes the engineering fee and the contingency fee. This proposal was cost estimated at \$350,123. Council's financial responsible would be \$157,412.

MOTION 02-16-23-05 -Green & Inclusive Community Building Program Approved Project

Moved by Councillor Merrill Norman, seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT Council approves applying for the project having a cost estimate of \$350,123.

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

MOTION CARRIED

MANAGERS REPORT

Capital Works Project – Waterline Replacement Phase II – Project Initiation Meeting

Meeting agenda including items discussed, actions required, and responsibilities and due dates, was copied to all councillors for review. Next steps include tendering for a prime consultant. Once an engineering firm is hired, they will move forward with design drawings. The goal is to have the engineering completed over the winter and be ready for construction in the spring.

Asset Management Met with Alya Perry, TRACT, on February 9th to discuss Asset Prioritization. We have estimated asset prioritization for the Asset Management model. Council will have an opportunity to change the data after the model is complete. Our next meeting is scheduled for February 28th to discuss policy review.

Parking for Slipway in the Cove: On Friday, February 10, 2023, the outside staff reported that boaters using the slipway were parked in a way that blocked entrance to the cove. These out-of-town boaters also moved the barricades our staff had placed around our waterline repair and parked their trailers on the

waterline. The area of waterline was barricaded because the soil has not completely settled making this area of waterline more susceptible to breaks. Staff were trying to keep vehicles away from this area.

- Write the Harbour Authority, ask if they can assist in resolving this problem.

CEEP Update – Project is complete. Town manager is working on the final report.

ACOA – Community Infrastructure Project – The final report was forwarded to ACOA and the final payment of \$28,026.75 was received.

Depot Building – We have tried to correct the problem with the roof of the Depot building only to find that the roof is still leaking. There are two options for repair. We could remove the trailer and therefore eliminate the area between the two, where the water holds up. The other is to build a false roof to ensure the grade allows water to run off the roof.

- Gather cost estimates for the next meeting.

Generator cost analysis: Cahill quoted \$112,190.12 taxes included, to supply and install the generator for the water treatment plant. They said, at the time, they would aim for cost savings wherever possible. The total cost of this project came in at \$89,490.59, HST included. \$22,699.53 lower than the quote. Connecting the old pumphouse to the generator was not considered in the quote and that project came in at \$7,096.08. With all work considered, the project cost came in \$15,603.45 under budget.

Ford Truck – Spoke with the Fleet Manager at Cabot Ford. He said he will not order a truck for fleet purchase. Only a small number of trucks are sent to Canada. Ford loses on these trucks because of the weak Canada Dollar. On top of that, if the dealer sells a truck as a fleet truck, that truck is deducted from their next shipment. Accordingly, Cabot Ford will not order a truck for the Town of Long Harbour-Mount Arlington Heights as this will automatically be considered a fleet truck.

Spoke with the Fleet Manager at Clarendville Ford. He asked for the specifications and said he would supply a price quote. I am waiting on the price quote. I will also call Bay Roberts Ford to request a quote.

Nomination Day A reminder that Nomination Day for our upcoming by-election is scheduled for March 8, 2023. Residents can be nominated from 8:00 am to 8:00 pm.

DELEGATIONS – None

NEW BUSINESS

Letter from Resident Re: St. Frances Xavier Parish Committee

The letter was copied to all councilors.

Letter seeks clarification on the decision made by Council at the regular meeting of December 8, 2022, whereby Council would provide ongoing monetary support for the Parish and deal with church deficits on a monthly basis.

The resident is requesting Council provide clarification on the following:

- An outline of actions taken by Council to engage the larger community to assist with decision making before proceeding with supporting on-going expected deficits of St. Frances Xavier Parish.
- If the community was not engaged in this decision, what action will be taken by Council to ensure appropriate engagement from the community before further actions are taken on the matter.
- Details of discussion that may have occurred or are occurring related to longer term planning for the upkeep of St. Frances Xavier Parish.

Deputy Mayor Kevin McDonald asked that the matter be deferred. He said that Mayor Keating has requested this item be deferred to the next meeting. He said the letter contains three good points that will be considered.

- Deferred to next meeting.

Royal Newfoundland Constabulary Association's 33rd Annual Crime Prevention Guide

The Royal Newfoundland Constabulary will publish a Teenager Drug Abuse Prevention Handbook to help show High School age children the consequences of consuming street drugs that may include life threatening Fentanyl and other potentially deadly substances.

The price to renew our ad in their guide is \$325.00 for color and \$275.00 for black and white.

MOTION 02-16-23-06 – Ad in Crime Prevention Guide

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

BE IT RESOLVED THAT Council will renew their ad at the cost of \$275.00.

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

MOTION CARRIED

Disclosure Statements

Disclosure Statements were provided to all councillors and must be completed and filed with the Town Clerk/Manager by March 1, 2023. They must be reviewed in a privileged meeting of Council and adopted in a regular meeting. After adoption, the disclosure statements are open to the public upon request.

Municipal Symposium

The 2023 Municipal Symposium will take place at the Quality Hotel, Gander May 4th to 6th. Registration is \$350.00. Towns are responsible for booking their accommodations.

MOTION 02-16-23-07 Municipal Symposium 2023

Moved by Councillor Gary Keating, seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT Council approves two councillors to attend the 2023 Municipal Symposium.

In Favor: Deputy Mayor Kevin McDonald

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

MOTION CARRIED

DEVELOPMENT

Department of Fisheries, Forestry and Agriculture - Crown Land – Land Referral

The Crown Land Referral for Application Number 67160 was copied to all councillors.

Councillor Gary Keating declared a conflict of interest.

MOTION 02-16-23-08 Crown Land Referral

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Lydia Burke.

BE IT RESOLVED THAT Council approves the Crown Land Referral for application 67160.

In Favor: Deputy Mayor Kevin McDonald

Councillors: W. Kelly, M. Norman, L. Burke

MOTION CARRIED

FINANCE

Cheque and Visa List

The cheque list was presented covering the period from January 19, 2023, to February 16, 2023, in the amount of \$115,729.03.

MOTION 02-16-23-09 Cheque List

Moved by Councillor Gary Keating; seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the cheque list for the period of January 19, 2023, to February 16, 2023, in the amount of \$ 115,729.03 be approved for payment.

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

MOTION CARRIED

Cash Analysis: Cash analysis was copied to all councillors.

CORRESPONDENCE

Municipal Assessment Agency Memo

The Municipal Assessment Agency is very excited to announce that Troy Bragg has been temporarily assigned the Manager of Assessment Operations.

Purple Day for Epilepsy Proclamation

Epilepsy Newfoundland and Labrador would like to see all those living with epilepsy feel hopeful and less alone, and they truly believe that the more than 10,000 people living with epilepsy in Newfoundland and Labrador can do so, with your support.

MOTION 02-16-23-10 Proclamation- Purple Day for Epilepsy

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

WHEREAS, Purple Day is a global effort to promote Epilepsy Awareness in countries around the world; and

WHEREAS, Purple Day was founded by nine-year-old Cassidy Megan of Nova Scotia, who wanted to let people know that if you have epilepsy you are not alone; and

WHEREAS, Epilepsy is a chronic neurological disorder, which affects each person differently, estimated to affect more than 10,000 people in Newfoundland and Labrador, over 300,000 people in Canada, and 50 million people worldwide; and

WHEREAS, One in ten persons will have at least one seizure during their lifetime; and

WHEREAS, The public is often unable to recognize common seizure types, and unable to respond with appropriate first aid; and

WHEREAS, Purple Day will be celebrated on March 26th annually to increase understanding, reduce stigma, and improve the quality of life for people living with epilepsy throughout the country and globally; and

NOW, THEREFORE, be it resolved that I, Deputy Mayor Kevin McDonald, of the Town of Long Harbour-Mount Arlington Heights, do hereby proclaim March 26th as Purple Day in an effort to raise awareness and understanding of epilepsy, and to support all those who live with seizures each day.

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

MOTION CARRIED

Heritage Day/Week Proclamation 2023

MOTION 02-16-23-11 Proclamation- Heritage Day/Week

Moved by Councillor Wayne Kelly; seconded by Councillor Lydia Burke

WHEREAS, the third Monday in February is recognized nationally as Heritage Day; and

WHEREAS, Heritage Day and Heritage Week are a time to reflect on the achievements of past generations and to accept responsibility for protecting our heritage; and

WHEREAS, our citizens should be encouraged to celebrate Newfoundland and Labrador's uniqueness and to rejoice in our heritage; and

WHEREAS, in 2023 residents of Newfoundland and Labrador will celebrate our rich and diverse heritage.

THEREFORE, I Deputy Mayor Kevin McDonald, on behalf of the Town of Long Harbour-Mount Arlington Heights, do hereby proclaim Monday February 20, 2023 as Heritage Day and February 20-26, 2023 as Heritage Week, and call upon all citizens to celebrate the richness of our past and the promise of our future.

Municipal Affairs - Circular to Municipalities – Municipal Conduct Act - Training

As a requirement of the Municipal Conduct Act and Municipal Conduct Regulations that were proclaimed and came into effect on September 1, 2022, councilors and chief administrative officers are required to complete the following mandatory training:

- Roles and responsibilities of councillors and chief administrative officers;
- Meeting and procedures of council;
- Budget and financial management;
- Information related to access to information and protection of privacy; and
- Conflict of interest

Councillors and chief administrator officers shall complete mandatory orientation training within one year of the Act coming into force or 60 days of being sworn or affirmed into office. Any councillor or CAO who does not attend the orientation training within the time period prescribed shall not carry out a power, duty or function as a councillor or CAO until the training has been completed.

The Department of Municipal Affairs continue to provide information and training sessions. The 2023 Virtual Orientation Training schedules for Module 1 to 5 were copied to all councillor as part of their meeting file.

- Town Manager advised anyone who hasn't participated in all training sessions to let her know what dates work, and she will register you accordingly.

Email from Daphne Smith

Prior to Christmas Mrs. Smith visited Long Harbour-Mount Arlington Heights. As she drove through the community, passing homes, fond memories came back from her Public Health Nursing days. She felt a sense of nostalgia, fondness for sense of community. In her travels that day she ran into Patricia Burke and Patricia gave her a tour of our Municipal Complex. Mrs. Smith says she was blown away by the new facility. "What a treasure you have", she said. "You must be so proud of your accomplishments, in its development". While she realizes that Vale provided the opportunity to access such facilities, it is the leadership, the Town Council and staff that had the insight, and was proactive in changing this building into the hub of your community.

It was also nice to see the history displayed at the community centre. She didn't know all past mayors, however, she was pleased to see the photos of Jim Nolan and Gary Keating. Both so deserving of the recognition, for their service.

In closing, she thanks Patricia and sends her best wishes to Mayor Walter Keating, the Town Council and staff for their continued endeavors on behalf of their beloved community.

Email from Resident – Re: Fitness Centre

The resident is asking Council to lower the age for using the fitness centre from 18 years to 17 years old. Currently, seventeen-year-olds must be accompanied by an adult, to use the gym. Most young adults at age 17 are drivers and if they are mature to drive, they should be mature enough to use the gym. There are not many young adults in Long Harbour, and they would enjoy using the facility.

MOTION 02-16-23-12 Lowering the age to use Fitness Centre

Moved by Councillor Merrill Norman, seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT Council approves lowering the age to use the fitness centre without adult supervision, from eighteen (18) to seventeen (17) years of age.

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

MOTION CARRIED

- There was discussion on opening the fitness centre to non-residents. Council will have staff monitor usage and report to council at the next regular meeting.

NOTICE OF MOTION – None

COMMITTEE REPORTS - None

DATE FOR NEXT MEETING – March 23, 2023

ADJOURNMENT

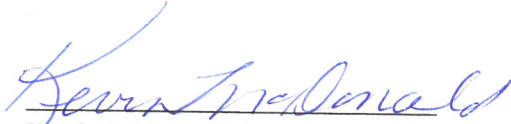
MOTION 02-16-23-13 Adjournment

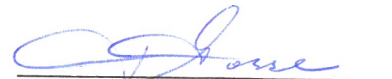
Moved by Councillor Gary Keating, seconded by Councillor Wayne Kelly.

BE IT RESOLVED THAT the meeting be adjourned at 8:19 pm.

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

MOTION CARRIED


Kevin McDonald
Deputy Mayor


Juanita Gosse
Town Clerk/Manager