

***Town of Long Harbour - Mount Arlington Heights
Minutes Regular Meeting
April 13, 2023***

In Attendance

Mayor Walter Keating

Councillor Wayne Kelly

Deputy Mayor Kevin McDonald

Councillor Merrill Norman

Councillor Lydia Burke

Councillor Barry Murphy

Absent: Councillor Gary Keating

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

CALL TO ORDER

Mayor Keating called the regular meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

MOTION 04-13-23-01 Adopt Agenda

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

BE IT RESOLVED THAT the agenda be adopted as presented.

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

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 04-13-23-02 Adopt the Minutes of March 30, 2023

Moved by Councillor Merrill Norman, seconded by Councillor Lydia Burke.

BE IT RESOLVED THAT the minutes of March 30, 2023 Regular Meeting be adopted without errors or omissions.

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

MOTION CARRIED

BUSINESS FROM THE MINUTES

MANAGERS REPORT

Outside work is going well. Staff took the plow off today. We are getting ready for the warmer weather. There are no issues with the Water Treatment Plant.

I reached out to the Department of Transportation by email and shared a photo of the guardrail in the cove. The material around the guardrail was washed away and the post was rotted and separated from the guard. There was no way this section of guardrail was going to do the job for which it was intended.

- Glen reported that Works Services were out and repaired some of the guardrail in this area. There's more work to be done.

DELEGATIONS None

NEW BUSINESS

1st Quarter of 2023 Budget Analysis

Town manager presented Council with the 1st quarter of 2023 Budget analysis. All expenditures were within the budgeted amounts, and no issues were identified.

Building Age-Friendly Communities Grant

The Department of Municipal Affairs has approved funding for project #17-AFG-23-008 in the amount of \$16,323.03. The project must be completed by August 31, 2023. Accepting this funding is agreeing to the stipulations outlined in Appendix A.

MOTION 04-13-23-03 Accept Funding under Building Age-Friendly Communities Program

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

BE IT RESOLVED THAT the Council accepts the funding under the Building Age-Friendly Communities Program for project #17-AFG-23-008.

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

MOTION CARRIED

2022 Tax Receivable Summary and Tax Recovery Plan

The Tax Receivable Summary and Tax Recovery Plan for 2022 was copied to all councillors for review. The Tax Receivable Summary lists outstanding taxes for years 2017-2022. The Tax Recovery Plan outlines the tax recovery actions and plans for the Municipality for the fiscal year 2023.

MOTION 04-13-23-04 Approve 2022 Tax Receivable Summary & Tax Recovery Plan

Moved by Councillor Lydia Burke, seconded by Councillor Barry Murphy.

BE IT RESOLVED THAT Council approves the 2022 Tax Receivable Summary and Tax Recovery Plan.

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

MOTION CARRIED

Janeway- Request for Donation

Request for donation. It was noted that the Council donated \$500.00 in 2022.

MOTION 04-13-23-05 Donation to the Janeway

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

BE IT RESOLVED THAT Council will donate \$500.00 to the Janeway.

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

MOTION CARRIED

Depot Roof

LS Contracting provided a price estimate of \$16,525.50 taxes included, to remove existing shingles and install new shingles. The quote includes supplying all materials, labor and disposal of debris.

LS Contracting also provided a price estimate of \$24,579.81 to supply materials, labour and garbage disposal, to install a metal roof.

Mayor Keating and Councillor Murphy investigated the roof and determined the problem seems to be with water coming down the outside wall.

It was noted that the outside staff identified leaks running down the upper part of the roof. They had buckets in the building catching the water.

Town Manager recommended that councillors talk with our outside staff who have been monitoring the roof for some time.

- Council deferred the issue for additional information.

Expression of Interest – Emergency Management Training

Fire and Emergency Services are working on developing a training schedule for Emergency Management Training. There is no cost for any of these courses. All training and training material are provided. They are looking for municipalities to host these courses.

MOTION 04-13-23-06 Emergency Management Training

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

BE IT RESOLVED THAT Council will offer our Community Centre for Emergency Management Training, Emergency Operations Centre Management and Incident Command System I-200

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

MOTION CARRIED

DEVELOPMENT

FINANCE

Cheque and Visa List

The cheque list was presented covering the period from March 30, 2023 – April 13, 2023, in the amount of \$ 36,891.57.

MOTION 04-13-23-07 Cheque List

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

BE IT RESOLVED THAT the cheque list for the period of March 30, 2023 to April 13, 2023, in the amount of \$36,891.57 be approved for payment.

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

MOTION CARRIED

Cash Analysis: Cash analysis was copied to all councillors.

CORRESPONDENCE

Richard Power Chartered Professional Accountant

The Auditor Planning Letter was copied to all councilors for review. The letter outlines the auditor's responsibilities, the planned scope and timing of the Audit. This is for information purposes only and no action is required.

Eastern Regional Service Board – Re: Community Clean Up Event

The Eastern Regional Service Board will support volunteer community clean-up efforts. Clean-up events should be aimed at public spaces such as parks, ditches, green spaces, beaches, etc. The program is not intended as a household bulk waste cleanup event or an opportunity to clean up private property.

Conditions of Community Based Clean up Event is attached outlining the conditions that must be met to take advantage of accessing a waste recovery facility.

NOTICE OF MOTION – None

COMMITTEE REPORTS

Councillor Merrill Norman - Fire Department Report

Fire Department Meeting Minutes of March 27th was copied to all councillors for review. Councillor Norman also spoke on additional training offered through Fire School in Grand Falls-Windsor.

Councillor Lydia Burke – Sports and Recreation Report

The Sports and Recreation Report was copied to all councillors for review.

Lease Canteen

A take-out or restaurant service is not currently offered in the town of Long Harbour-Mount Arlington Heights. Given the canteen building is vacant for most of the year, Council would like to lease the canteen building to a business who will offer this service. As the building is primarily used by the Sports and Recreation Committee, it would have to be made available to them when needed.

Councillor Lydia Burke declared a conflict of interest because she is the chairperson of the Sports & Recreation Committee.

MOTION 04-13-23-09 Lease Canteen

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

BE IT RESOLVED THAT the council will accept offers from residents who may wish to lease the canteen and use it for business purposes. Any agreement accepted by the Sport and Recreation will be presented to Council and must be accepted by Council via resolution.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: W. Kelly, M. Norman, B. Murphy

MOTION CARRIED

Age Friendly 2023 Expo

The Age Friendly 2023 Expo is happening at the Star of the Sea Hall in Placentia on Friday, April 28th and Saturday, April 29th.

Sponsorship Levels are outlined as follows:

Gold Sponsor - \$1,250.00

Silver Sponsor - \$1,000.00

Bronze Sponsor - \$500.00

There are other sponsorship opportunities listed as well:

Décor & Design or Luncheon Sponsor - \$500.00

Nutritional Break or Program Sponsor - \$250.00

- Council will advertise the Age Friendly Expo by doing a mailout to residents.

Mayor's Report

Mayor met with area leaders regarding the Newhook Community Health Care Centre in Whitbourne. The committee represents approximately 10,000 people. The committee leaders are working together to plan an agenda with five or ten items. They plan to present these items to Eastern Health's Minister Tom Osborne. Next quarter they will review the remaining items on the agenda.

DATE FOR NEXT MEETING – May 18, 2023

ADJOURNMENT

MOTION 04-13-23-09 Adjournment

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Barry Murphy.

BE IT RESOLVED THAT the meeting be adjourned to a privileged session at 7:35 pm.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald

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

MOTION CARRIED

Meeting Resumed and was called to order at 8:35

Submission by Jacqueline Gambin

MOTION 04-13-23-10 Submission by Jacqueline Gambin

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

BE IT RESOLVED THAT the document be forwarded to our solicitor who will be asked to respond on behalf of the town.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald

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

Contrary Minded: B. Murphy

MOTION CARRIED

Town of Long Harbour-Mount Arlington Heights Rules and Regulations Governing the Procedures of Meetings.

It was noted there should be a way to correct an error in the minutes that have been previously adopted. It should be done by Council motion ensuring that council is aware of the error and agrees it should be corrected.

MOTION 04-13-23-11 Update Rules and Regulations Governing the Procedures of Meetings

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

BE IT RESOLVED THAT a correction in the minutes of council, that have been previously adopted, should be handled in the following way:

The error shall be presented to Council.

If Council agrees and validates the error, a correction can be made by carried a motion or resolution of Council to amend the minutes to reflect the correction.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: W. Kelly, M. Norman, L. Burke
Contrary Minded: B. Murphy

MOTION CARRIED

Amend the Minutes of November 17, 2022.

In the minutes of November 17, 2022, Councillor Wayne Kelly declared a conflict of interest in a call for a motion for Salary increases. The minutes reflect that Councillor Kelly declared a conflict of interest; however, it is recorded that he voted. This is a type error. Councillor Kelly did not vote on the salary increases because his brother and sister are both employees of the town.

I'm requesting Council allow the minutes to be amended to correct the error by striking through Councillor Kelly's name and initialing the error. Also add the reason he declared a conflict of interest.

Councillor Wayne Kelly declared a conflict of interest because it was his name that was added, as voted, in the minutes of November 17, 2022.

MOTION 04-13-23-14 Amend the Minutes of November 17, 2022

Moved by Deputy Mayor Kevin McDonald, seconded by Councillor Barry Murphy.

BE IT RESOLVED THAT Council will amend the minutes of November 17, 2022 to correct the type errors.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: M. Norman, L. Burke, B. Murphy

MOTION CARRIED

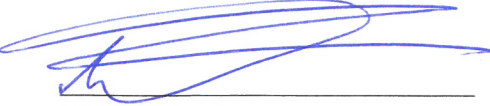
MOTION 04-13-23-15 Adjournment

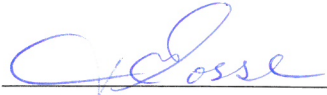
Moved by Councillor Wayne Kelly, seconded by Councillor Barry Murphy.

BE IT RESOLVED THAT the meeting be adjourned at 8:41 p.m.

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

MOTION CARRIED


Walter Keating
Mayor


Juanita Gosse
Town Clerk/Manager