

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
June 20, 2024***

In Attendance

Mayor Walter Keating	Councillor Wayne Kelly
Deputy Mayor Kevin McDonald	Councillor Lydia Burke
Councillor Gary Keating	<i>Absent: Councillor William Murphy</i>
<i>Absent: Councillors Barry Murphy</i>	

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

CALL TO ORDER

Mayor Walter Keating welcomed everyone and called the meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

MOTION 06-20-24-01 - Adopt the Agenda

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

BE IT RESOLVED THAT the Agenda be adopted as presented.

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

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 06-20-24-02 - Adopt the Minutes of the Regular Meeting held May 16, 2024

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

BE IT RESOLVED THAT the minutes of May 16, 2024, Regular Meeting be adopted without errors or omissions.

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

MOTION CARRIED

MOTION 06-20-24-03 - Adopt the Minutes of the Special Meeting held May 16, 2024

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

BE IT RESOLVED THAT the minutes of May 16, 2024, Special Meeting be adopted without errors or omissions.

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

MOTION CARRIED

BUSINESS FROM THE MINUTES

Ratify Motions from the Special Meeting of May 16, 2024

Ratify Motion - Quote from Lawrence Glass – Security Door

MOTION S05-16-24-10 Deposit on Security Door

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

BE IT RESOLVED THAT Council approves paying the 50% deposit on this work.

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

MOTION CARRIED

Ratify Motion - Run the Rock - Make-a-Wish Newfoundland and Labrador

MOTION S05-16-24-11 Donation to Run the Rock- Make-A-Wish Campaign

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

BE IT RESOLVED THAT Council approves donating \$200.00 to this event.

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

MOTION CARRIED

Ratify Motion - Crescent Collegiate – Student Awards Program

MOTION S05-16-24-12 Donate to Crescent Collegiate Awards Program

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

BE IT RESOLVED THAT Council approves donating \$500.00 to the Crescent Collegiate Awards Program.

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

MOTION CARRIED

Ratify Motion -

Site Specific Safety Plan for the Pickup of Ice Control Materials for Winer of 2024-25

MOTION S05-16-24-13 Approval of Site-Specific Safety Plan

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

BE IT RESOLVED THAT Council approves the Town's Site-Specific Safety Plan for picking up Ice Control Materials from the Department of Transportation and Infrastructure Depot for the winter season of 2024-25.

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

MOTION CARRIED

Ratify Motion - Approve Cheque List

MOTION S05-16-24-14 Approve Cheque List

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

BE IT RESOLVED THAT the cheque list for the period of April 19, 2024, to May 16, 2024, in the amount of \$77,472.51 be approved for payment.

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

MOTION CARRIED

Ratify Motion for Early Childhood Educators Week Proclamation

MOTION S05-16-24-15 Early Childhood Educators Week Proclamation

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

Whereas: the Association of Early Childhood Educators of Newfoundland and Labrador represents those working in childcare and related fields throughout the province; and

Whereas: early childhood educators provide developmentally appropriate care and education to children from birth to age twelve in a variety of settings; and

Whereas: such care and education foster the social, emotional, cognitive and physical growth and development of these children and supports families in a variety of ways; and

Whereas: this support of children and families insures the future health of our society, therefore

BE IT RESOLVED: that the Town Council of Long Harbour-Mount Arlington Heights proclaim the week of May 26th to June 1st, 2024, as Provincial Early Childhood Educators Week.

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

MOTION CARRIED

MANAGERS REPORT

Maturin Pond Walking Trail Extension

The first step in applying for funding through ACOA for new trail development was to submit a Concept Paper. The Concept Paper was sent to ACOA on May 22, 2024. I met with Erin Kearsy, Development Officer with ACOA, and she was very pleased with the Concept Paper. She said it was exactly what she needed. She also said that she has introduced our project internally and the feedback indicates that our project would meet the requirements of ICF funding. Erin outlined next steps. Move forward with the preliminary trail design. This is ongoing with Mills & Wright. The preliminary design will provide additional data as well as a more accurate cost estimate. Submit the preliminary design and the application once complete.

Preliminary cost estimate of the project came in at \$ 661,000.00 plus HST, \$441,000.00 for trail development and \$200,000.00 for a pedestrian bridge. It may be in our best interest to break the project into two phases to ensure our entire project gets funded. Erin also said a bridge installation may cause additional effort as it may require us to provide an environmental assessment.

We will apply for a permit to alter a body of water. This too, will accompany the ACOA application.

Erin will reach out to the province to question whether they will partner on the project and will keep me updated.

Code of Conduct Complaints – Council’s Cost to Investigate

I was asked by Council to do a costing of the Code of Conduct Complaints. The Town has investigated 17 Code of Conduct Complaints since the legislation was adopted by the province. The average cost of an investigative report is \$2,200.00, putting the total expenditure for Code of Conduct Complaints at

\$37,400.00, to date. Eight of these complaints were dismissed. That's \$17,600.00 paid for unsubstantiated complaints.

Upgrade Maturin Pond Walking Trail

This project was on hold, as we were waiting for a Permit to Alter a Body of Water. This permit was received, and we can now proceed with the project.

Insurance Policy

Our 2024-25 Insurance Policy was received last week. Our policy is renewed at the end of June each year. We receive it in the early part of June to enable us to review the policy. In reviewing it I noticed an error in the replacement value for the Municipal Complex. They had the replacement value listed at \$80,006.00. This error has been corrected.

The replacement value of our backhoe/loader was listed at \$99,920.00. Our policy states that any equipment over 5 years old will be replaced at book or market value only. Given our backhoe is 14 years old, the market value would not be near \$99,920.00. This equipment is over insured, and the elevated insured value increases the cost of our policy. According to Harvey & Company the book value for the backhoe/loader is \$20,000. The policy should be changed to reflect this value. The other required change is the insured value of the Canteen. The Canteen building is insured for \$304,025. I don't believe it can be replaced at that amount, so the insured value of this building should be increased to \$400,000.

Portable firefighting equipment is insured for \$139,000. I have reached out to the Fire Department to ask if this amount would cover replacement of the portable equipment. Does the insured value need to be increased or decreased?

MOTION 06-20-24-04 Update 2024-25 Insurance Policy

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

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will decrease the insured value of the backhoe/loader to \$20,000 and increase the insured value of the Canteen to \$400,000.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald

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

MOTION CARRIED

NEW BUSINESS

Municipal Capital Works Waterline Replacement Phase 3

I am very pleased to announce that funding in support of our application AP-MCW-24008-Waterline Replacement Phase 3 has been approved. This is a \$949,323.00 project, 90% funded by the province and

10% funded by the municipality. This project will replace our oldest waterline from the intersection of Middle Pond Road to the Magtek. The project will bring all watermain to the utility zone at the roadside.

A Resolution of Council is required to accept the funding and enter into the funding agreement.

**RESOLUTION 06-20-24-05 - Municipal Capital Works Waterline Replacement Phase 3 -
Enter into a Funding Agreement**

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

BE IT RESOLVED THAT we, the Ultimate Recipient, The Town of Long Harbour-Mount Arlington Heights, accepts cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated the 29th day of May 2024, Project Number 17-MCW-25-00038 – Waterline Replacement Phase 3, with a total value of \$949,323.00. This Council agrees to provide the Ultimate Recipient share value of \$86,088 in funding for this project and authorizes the Mayor and Town Clerk/Manager to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Long Harbour-Mount Arlington Heights.

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

Motion Adopted

Audited Financial Statements for Year End 2023

A draft copy of the Audited Financial Statements for Year Ending 2023 was copied to all councillors to review. They were also forwarded to the Finance Committee. The Finance Committee reviewed the statements and recommends council adopt them.

MOTION 06-20-24-06 Adopt the Financial Statements for Year Ending 2023

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

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights adopts the Financial Statements for Year Ending 2023.

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

MOTION CARRIED

Employee Health Insurance – Adding Dental Coverage

The outside staff are requesting Council add Dental Coverage to their Health Insurance Plan. The quoted cost for each employee for dental coverage is \$25.22 per month. This amount would be matched by the employee. The total monthly cost to the town for two employees will be \$50.44 per month.

Councillor Wayne Kelly declared a conflict of interest as his brother is an employee of Council.

Councillor Lydia Burke declared a conflict of interest as her uncle is an employee of Council.

MOTION 06-20-24-07 Add Dental Coverage to the Staff's Health Insurance Plan

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

BE IT RESOLVED THAT the Town of Long Harbour-Mount Arlington Heights will add dental coverage, option 2 to the Town's permanent employees Health Insurance at the quoted price.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald

Councillors: G. Keating

MOTION CARRIED

Alt Telecom

The price quote to switch to Alt Telecom was copied to all councillors to review.

Our reoccurring business phone expense with BELL is \$935.00 per month, taxes included. This includes the internet at the Water Treatment Plant which costs \$172.50 taxes including. Our reoccurring costs with Alt Telecom will be \$190.00 per month. Alt Telecom offers much better service. The installation costs are calculated at 4,999.79 plus tax. This amount would be recovered in 10 months and after that the town would enjoy a better business phone service at a very reduced rate.

MOTION 06-20-24-08 Alt Telecom

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

BE IT RESOLVED THAT the Council approves transferring our Bell Business Phone Service to Alt Telecom at the quoted price.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald

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

MOTION CARRIED

OGM - Attracting Tourists and Businesses

Tina Olivero owns OGM Energy Magazine, that has over 200,000 readers, as well as the Newfoundland Travelers Facebook group with over 33,000 participants. She would like to meet with Council to discuss strategic approaches to marketing to attract tourists and businesses. Her company has 33 years of experience in not only building markets but making markets.

She would like to meet in person or via zoom.

MOTION 06-20-24-09 Meeting with Tina Olivero

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

BE IT RESOLVED THAT the Council approves scheduling a meeting with Tina Olivero to discuss tourism and business opportunities.

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

MOTION CARRIED

MNL Convention & Trade Show

The 2024 MNL Convention, Trade Show, and Annual Meeting is scheduled for November 7-9 in Gander. Registration is now open. The conference will be held at the Joseph R Smallwood Arts and Culture Centre and the Steele Community Centre, and will include keynote speakers, educational sessions, and panel discussions along with networking opportunities.

MOTION 06-20-24-10 Approval to attend the MNL Convention & Trade Show

Moved by Councillor Wayne Kelly seconded by Councillor Gary Keating.

BE IT RESOLVED THAT the Council approves two municipal officials to attend the MNL Convention and Trade Show.

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

MOTION CARRIED

2024 Annual Lobster Boil

Council agreed to host their 2024 Annual Lobster Boil. The date will be determined.

MOTION 06-20-24-11 Approval to host 2024 Lobster Boil

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

BE IT RESOLVED THAT the Council approves hosting the 2024 Lobster Boil.

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

MOTION CARRIED

Long Harbour Boater's Association – Invoice for Placing Docks

Mayor Walter Keating, Deputy Mayor Kevin McDonald, and Councillor Wayne Kelly declared a conflict of interest as they are on the executive committee of the Boater's Association.

MOTION 06-20-24-12 Approval to pay for Dock Placement

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

BE IT RESOLVED THAT the Council approves paying invoice 0550 in the amount of \$991.88 from Crockers & Son Boom Truck Services for placement of the 4 docks.

In Favor:

Councillors: G. Keating, L. Burke

MOTION CARRIED

Invoice for Catering – 50+ Club Event

Councillor Lydia Burke declared a conflict of interest as she is an executive member of the 50+ Club.

Good to be Home Cooking submitted an invoice for \$600.00 for the soup & sandwich meal served at the 50+ Club Event. A motion of approval is required to pay the invoice from the 50+ Club Event Budget.

MOTION 06-20-24-13 Approval to pay Invoice

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

BE IT RESOLVED THAT the Council approves paying the invoice submitted by Good or be Home Cooking for \$600.00. The funds will be deducted from the 50+ Club Event Budget.

In Favor:

Mayor Walter Keating
Deputy Mayor Kevin McDonald

Councillors: G. Keating, W. Kelly

MOTION CARRIED

Repair the Roof of the Shed behind the Municipal Depot

The Shed behind the Municipal Depot requires new shingles. I was able to get two quotes on the work. The quotes include stripping the roof, all materials and labour to reinstall new shingles, and to remove all debris from the worksite.

Murno Contracting Inc. Holyrood quoted the work at \$7,051.04 taxes included.

Luke Smith of Chapel Arm quoted the work at \$6,437.70 taxes included.

MOTION 06-20-24-14 Approve Quote of Shingling

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

BE IT RESOLVED THAT Council approves the work done by Luke Smith of Chapel Arm for the quoted price of \$6,437.70.

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

MOTION CARRIED

Email from MP Ken McDonald – Funding Opportunity

The Federal Government is investing \$530 million to the Local Leadership for Climate Adaptation initiative to help municipalities and their partners build long-term resiliency to the impacts of climate change. This is one of the largest investments in climate adaptation in Canadian history.

As part of the announcement, the federally funded Green Municipal Fund is accepting applications. Municipalities can apply for up to \$1 million dollars for implementation projects and up to \$70,000 for feasibility studies. The deadline date to apply is August 14, 2024.

MOTION 06-20-24-15 to Create a committee to consider the Funding Opportunity under the Local Leadership for Climate Adaptation

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

BE IT RESOLVED THAT Council will create a committee to consider the Funding Opportunity.

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

MOTION CARRIED

Offer to Purchase Property behind 60 Newtown Road

The property owners of Civic Address 60 Newtown Road have made an offer to purchase the property owned by Council, that is located behind their property. The offer is \$1,500.00 plus legal and survey fees.

MOTION 06-20-24-16 Sell Property behind 60 Newtown Road

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

BE IT RESOLVED THAT Council will sell the property behind 60 Newtown Road for the offered price of \$1,500.00 plus the cost of the deed of conveyance, legal fees, survey, and transfer fees.

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

MOTION CARRIED

Arnold's Cove Area Chamber of Commerce- Lobster Dinner

The Arnold's Cove Chamber of Commerce is hosting a Lobster Dinner at the Sunnyside Wellness Centre on Thursday, June 27th at 7:00 p.m. The Guest Speakers are Minister Andrew Parsons and a representative from energy NL. The Tickets are \$70.00 for members and \$80.00 for non-members.

MOTION 06-20-24-17 Approval to attend the Lobster Dinner

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

BE IT RESOLVED THAT Council approves two councillors to attend the Loster Dinner.

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

MOTION CARRIED

St. Francis Xaviour Parish – Request for Donation

The St. Francis Xavier Parish Finance Committee will be serving brunch on August 4th after Cemetery Mass. They are requesting Council assist with the cost of this event.

MOTION 06-20-24-18 Donation to the St. Francis Xavier Parish Finance Committee

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

BE IT RESOLVED THAT Council approves a \$1,000.00 donation to the St. Francis Xavier Parish Brunch.

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

MOTION CARRIED

Request for Leave of Absence – Councillor William Murphy

It was determined that Councillor William Murphy is under suspension until August 15, 2024.
- Council agreed to defer the issue.

50+ Club – Request to be Reimbursed

Councillor Lydia Burke declared a conflict of interest as she is the chairperson of this group.

The 50+ Club hosted a Soup & Sandwich event on Sunday, June 2, 2024. They paid the band \$400.00 and are requesting to be reimbursed from the event budget.

MOTION 06-20-24-19 Reimburse the 50+ Club

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

BE IT RESOLVED THAT Council approves reimbursing the 50+ Club the cost of the band.

In Favor: Mayor Walter Keating
Deputy Mayor Kevin McDonald
Councillors: G. Keating, W. Kelly

MOTION CARRIED

Request from Sports Committee – Purchase Standup Freezer

The Sports Committee are requesting approval of a \$1,500.00 expenditure from the event budget to purchase an upright freezer for the canteen.

MOTION 06-20-24-20 Purchase an Upright Freezer for Canteen

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

BE IT RESOLVED THAT Council approves purchasing an upright freezer for the canteen. The funding will come from the event budget.

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

MOTION CARRIED

DEVELOPMENT

DELEGATIONS

FINANCE

MOTION 06-20-24-21 Approve Cheque List and Visa Statement

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

BE IT RESOLVED THAT the cheque list for the period of May 17, 2024, to June 20, 2024, in the amount of \$81,424.61, and the Visa Statement for May in the amount of \$5,867.04, and the Visa Statement for June in the amount of \$1,402.30 be approved for payment.

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

MOTION CARRIED

CORRESPONDENCE

Maturin Pond Walking Trail Expansion – Concept Paper

A copy of the Concept Paper for the Maturin Pond Walking Trail Expansion project was copied to all councillors. This Concept Paper was sent to ACOA, as the first step in the funding application process.

Site Specific Safety Plan (SSSP) 2024-2025

The letter was copied to all councillors and states that the Department of Transportation and Infrastructure has approved our Site-Specific Safety Plan for the transportation of ice control materials for the winter season of 2024-25.

Government of NL – Circular

For Information Purposes: The circular is to serve as a notice of changes to the Municipal Water, Sewer and Roads Master Construction Specification from Municipal Infrastructure Division. The Circular includes information on the Revised Equipment Rental Rate Schedule, New Standard Forms, Front End Updates and an outline for MI to accept suggested edits to their Master Specifications.

Government of NL – Quarry Permit Approval

The application was copied to all councillors. The applicant is seeking approval to operate a quarry on 5.1 hectares located off route 101. The duration of the permit is one year. The property is owned by the crown.

MOTION 06-20-24-22 Quarry Approval

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

BE IT RESOLVED THAT the town of Long Harbour-Mount Arlington Heights approves the application for a quarry on route 101.

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

MOTION CARRIED

ADJOURNMENT

MOTION 06-20-24-23 Adjournment

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

BE IT RESOLVED THAT the meeting be adjourned at 7:48 pm.

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

MOTION CARRIED

Walter Keating
Mayor

Juanita Gosse
Town Clerk/Manager