

***Town of Long Harbour - Mount Arlington Heights
Minutes of Regular Meeting
October 16, 2025***

In Attendance

Mayor Walter Keating

Councillor Kayla Squires

Deputy Mayor Jamie Bruce

Councillor Linda Murphy

Councillor Lydia Burke

Councillor Isadore Gambin

Councillor Loretta Keating

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

CALL TO ORDER

Mayor Keating welcomed everyone and called the meeting to order at 7:00 p.m. He thanked all councillors for coming forward to run for council and is looking forward to working with everyone

ADOPTION OF AGENDA

MOTION 10-16-25-01 - Adopt the Agenda

Moved by Councillor Linda Murphy, seconded by Deputy Mayor Jamie Bruce.

BE IT RESOLVED THAT the Agenda be adopted as presented.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce

Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

ADOPTION OF MINUTES

MOTION 10-16-25-02 - Adopt the Minutes of the Regular Meeting held September 11, 2025

Moved by Councillor Lydia Burke, seconded by Mayor Walter Keating.

BE IT RESOLVED THAT the minutes of September 11, 2025, Regular Meeting be adopted without errors or omissions.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce

Councillors: L. Burke, L. Keating, K. Squires, I. Gambin

MOTION CARRIED

Contrary Minded: L. Murphy

MOTION 10-16-25-03 - Adopt the Minutes of the Special Meeting held October 7, 2025

Moved by Councillor Loretta Keating, seconded by Councillor Isadore Gambin.

BE IT RESOLVED THAT the minutes of the Special Meeting held October 7, 2025, be adopted without errors or omissions.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

BUSINESS FROM THE MINUTES

Fire Department Request for Remuneration

Firefighters training is often offered during weekdays when firefighters are working. Oftentimes firefighters must take vacation time or other days off to participate in fire and emergency training. They are requesting to be paid a remuneration to offset lost wages or to further entice members to participate in training.

At the council meeting of September 11, 2025, Council agreed to meet with the Fire Department to discuss their training needs. The issue was to be added to this agenda for Council discussion.

- Deferred to next meeting. Fire Department Committee will schedule a meeting with the Fire Department to discuss their request.

Emergency Intake Line

This issue was brought forward from the meeting of September 11, 2025.

It was suggested that council purchase a submersible pump and waterline or hose to have on hand in case there's a problem with the waterline coming from Shingle Pond to the Water Treatment Plant. This waterline is 50+ years old, and it runs from Trout Pond and Shingle Pond out to Maturin Pond where it runs under Maturin Pond to the Water Treatment Plant. The suggestion was brought forward as a proactive step to ensure continued water distribution.

I've requested input from Cahill Technical Services on this issue. As the designer and builder of the water treatment plant, they would know what size pump will be required, and what size hose or waterline will be needed.

Cahill will discuss the issue and respond with the best path forward.

-Deferred to next meeting.

Shoreline Erosion

This issue was brought forward from the last meeting. It was suggested that Council work with LHDC, who has armor stone, to replace the cribbing in the area around Roy Murphy's and other areas as needed.

- Deferred until the completion of the Climate Readiness Initiative

MANAGER'S REPORT

Municipal Capital Works Application – Waterline Replacement Phase 6 - Our application was submitted on Friday, October 3, 2025, for the Municipal Capital Works, Waterline Replacement Phase 6. This is the area from Bar Haven Lane to approximately 787 meters around the Big Head. The cost estimate to replace this waterline is \$1,280,818.00. If approved, the province will pay 90% of this project's cost.

Municipal Affairs recommended that Council also apply for this project through the Canadian Housing Infrastructure Fund. This program will also cost share at 90%, however, the 90% is shared between the Federal and Provincial Governments. Because this is a federal application it was much more complex and detailed. This application was submitted before the deadline date.

Canada Community Building Fund – Formally known as the Gas Tax Fund. Our application for \$128,155 to support our Maturin Pond Trail project has been submitted to the Gas Tax Secretariat.

Generator for Municipal Complex – The Generator Pad is poured, and the electrical work is complete.

2026 Budget – Due to the Municipal General Election, the 2026 Budget must be adopted on or before January 1st. I will begin the budget process in the next few weeks. Budget planning is an opportunity for municipalities to evaluate upcoming needs related to capital infrastructure, such as maintenance, repairs, and upgrades and to ensure taxation levels are appropriate for anticipated future requirements. Municipal Affairs strongly encourages municipalities to broaden their discussions to include provisions for unexpected emergencies, including natural disasters or wildfires and the potential loss of critical infrastructure.

IPADS for Councillors – I will have councillors IPADS for the next regular meeting. Once purchased I will set them up with an email address and Dropbox. Council also discussed providing an email address so community residents can access the councillors as a group.

- Town manager will investigate the issue and report to Council at the next meeting.

DELEGATIONS

NEW BUSINESS

Borrowing Resolution – Scotiabank

The resolution to borrow from Scotiabank must be updated each year. This resolution allows the Town to continue using Scotiabank Visa for purchases.

RESOLUTION 10-16-25-04 – Resolution to Borrow from Scotiabank

Moved by Councillor Kayla Squires, seconded by Councillor Linda Murphy.

BE IT RESOLVED THAT

1. The Mayor/Deputy Mayor/Council with the Town Clerk are hereby authorized to borrow on behalf of the Town of Long Harbour-Mount Arlington Heights, from the Bank of Nova Scotia from time to time by way of promissory note a sum not exceeding at any one time Twenty-Five Thousand dollars (\$25,000) to meet, until the taxes are collected, current expenditures of the Corporation for the year 2025.
2. That the Mayor/Deputy Mayor/Council with the Town Clerk
Are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums to borrowed with interest at such rate as the Bank may from time to time determine.
3. The Mayor/Deputy Mayor/Council with the Town Clerk are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements under the seal of the Corporation, providing for payment to the Bank of all amounts required to be paid by the Bank pursuant to each promissory note for the Corporation guaranteed by the Bank with interest at such rate as the Bank may from time to time determine and of a guarantee fee in respect of each such promissory note at such time as the Bank may from time to time determine.
4. That the Mayor/Deputy Mayor/Council with the Town Clerk are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.
5. Therefore: that the Town of Long Harbour-Mount Arlington Heights is hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

The Royal Canadian Legion – Veteran’s Service Recognition Book

The Legion’s Provincial Command is very pleased to be printing the 26th edition of the Veterans Service Recognition Book, which is designed each year to recognize and honor many of Newfoundland and Labrador’s brave Veterans who have served our Country so well.

The Legion is requesting Council support their initiative by purchasing an ad. The price list of the ads was included in your meeting file. For several years Council has purchased the 1/10 page at a price of \$255.00.

MOTION 10-16-25-05 – The Royal Canadian Legion Veterans Service Recognition Book

Moved by Councillor Linda Murphy, seconded by Councillor Kayla Squires.

BE IT RESOLVED THAT Council will purchase a 1/10 ad at the cost of \$255.00 taxes included.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

Eastern Regional Service Board

Following the municipal general election in Newfoundland and Labrador, the Eastern Regional Service Board, ERSB will begin its own election process to appoint members to its Board of Directors.

The ERSB delivers services to communities across Newfoundland and Labrador such as:

- Waste Management
- Water/Wastewater
- Fire and Emergency Services

Their board is made up of 20 members from municipalities and local service districts. The ERSB is calling for nominations for individuals interested in serving a six-to-eight-month term on the Board.

If a councillor is interested in serving on the Eastern Regional Service Board, please seek nomination from your council.

MOTION 10-16-25-06 – Nominate Mayor Walter Keating to the Eastern Regional Service Board

Moved by Councillor Isadore Gambin, seconded by Councillor Loretta Keating.

BE IT RESOLVED THAT Council nominates Walter Keating to serve on the Eastern Regional Service Board.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

Municipalities Newfoundland and Labrador Convention and Trade Show

The MNL Convention, Trade Show and AGM are scheduled in Corner Brook from November 20th to 22nd.

MOTION 10-16-25-07 – Approval for Travel and Accommodations for 2025 MNL Convention

Moved by Councillor Loretta Keating, seconded by Deputy Mayor Jamie Bruce.

BE IT RESOLVED THAT Council approves travel expenses and accommodations for two councillors to travel to Corner Brook to attend the MNL Convention, Trade Show and AGM.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

- Councillors Kayla Squires and Linda Murphy were interested in attending. They were asked to confirm their attendance with the Town Office so the office administrator can register them and book their accommodations.

Schedule Coffee Break

Council will host a Coffee Break for Alzheimer's. The event will allow for the sales of coffee and sweets to raise funds for Alzheimer's Society. All funds raised will be matched by Council. It is a great opportunity for councillors to gather for a coffee break, talk to residents and raise much needed funds.

- Coffee Break is scheduled for Friday, November 14th.

Municipal Assessment Agency – Call for Nominations

The Municipal Assessment Agency is calling for nominations for the Avalon Director for their Board. Nomination forms must be received at the Agency's head office by 4:00 p.m. on November 6, 2025.

If any councillor is interested in the position of Avalon Director with the Municipal Assessment Agency, please complete the Nomination Form and submit it to MAA before 4:00 p.m., November 6, 2025.

Email from Kirby Patey

The email was copied to all councillors and explains an event that they would like to host in Long Harbour-Mount Arlington Heights in 2026. The sport is called “AirSoft” and is very similar to paintball except the projectiles used are biodegradable and leave no mess behind. They will partner with the Canadian Armed Forces and other sponsors.

The terrain on the crown land behind Maturin Pond is perfect for this event and the reason for their interest in Long Harbour-Mount Arlington Heights.

The event will boost tourism in our region, as participants will seek accommodation and support local businesses.

- Defer to next meeting. Town Manager to call Maddox Cove and Red Cliff to talk about their experience with this event.

Community 2025 Christmas Party

Councillor Loretta Keating and Councillor Lydia Burke declared a conflict of interest as they are on the executive committee of the Golden Bay 50+ Club Corporation.

The 50+ Club is currently planning for the Annual Christmas Dinner and Dance to be held on December 6, 2025. In the past, the cost of this event was shared between the 50+ Club and Council. This year, meals are estimated at \$30.00 per person and live music will cost around \$2,000. There are other expenses as well such as cutlery, plates, coffee, tea, water, pop etc.

Last year more than 100 people attended this event. Please advise if Council will partner with the 50+ Club on this event, and if so, what will your donation be.

MOTION 10-16-25-08 – Donate to the Community Christmas Party 2025

Moved by Councillor Isadore Gambin, seconded by Councillor Linda Murphy.

BE IT RESOLVED THAT Council will donate \$2,000 to the Community Christmas Party.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

Establish Council Committees

Council will establish the following committees.

MOTION 10-16-25-09 – Appointment of Committee Members

Moved by Councillor Loretta Keating, seconded by Councillor Isadore Gambin.

BE IT RESOLVED THAT Council establishes the following Committees:

Public/Media & Government Contact

Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillor Kayla Squires

Audit/Finance & Economic Development

Mayor Walter Keating
Councillor Loretta Keating
Councillor Isadore Gambin

Public Works

Mayor Walter Keating
Councillor Isadore Gambin

Public Works – Water

Mayor Walter Keating
Councillor Isadore Gambin

Special Projects

Mayor Walter Keating
Councillor Kayla Squires
Councillor Linda Murphy

Community Affairs/Recreation

Councillor Lydia Burke
Councillor Loretta Keating
Councillor Linda Murphy

Fire Department

Mayor Walter Keating
Councillor Lydia Burke
Councillor Kayla Squires

Strategic Planning

Committee of the Whole

Human Resources

Mayor Walter Keating
Deputy Mayor Jamie Bruce

Policy Development

Mayor Walter Keating
Councillor Loretta Keating
Councillor Isadore Gambin

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

Place Stop Sign at Pumphouse Road

It was suggested that Council place a stop sign at the exit of Pumphouse Road.

MOTION 10-16-25-10 – Stop Sign at Pumphouse Road

Moved by Deputy Mayor Jamie Bruce, seconded by Councillor Linda Murphy.

BE IT RESOLVED THAT Council will place a Stop Sign at the intersection of Pumphouse Road and Newtown Road.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

Place Speedbumps on Newtown Road

In an effort to slow drivers on Newtown Road, Council considered placing speedbumps. One on each side of the playground and the other on the turn around civic address 23 Newtown Road.

MOTION 10-16-25-11 – Place Speedbumps on Newtown Road

Moved by Councillor Kayla Squires, seconded by Councillor Linda Murphy.

BE IT RESOLVED THAT Council will place three speedbumps on Newtown Road in the areas listed.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Burke, L. Keating, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

Streetlights around Big Head

It was suggested that streetlight be added to the area around the turn of Big Head.

- Deferred to next meeting. Town Manager to obtain price estimate and have the entire community assessed for lighting.

Reimburse 50+ Club for Busing Service

Councillor Loretta Keating and Councillor Lydia Burke declared a conflict of interest as they are on the executive committee of the Golden Bay 50+ Club Corporation.

The 50+ Club are requesting reimbursement for the invoice from Parsons and Sons Transportation Limited in the amount of \$2,357.50, in payment of a motor coach from Long Harbour to St. John's.

MOTION 10-16-25-12 – Reimburse 50+ Club for Bussing Service

Moved by Councillor Isadore Gambin, seconded by Deputy Mayor Jamie Bruce.

BE IT RESOLVED THAT Council will reimburse the 50+ Club for the cost of the bus as stated.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

DEVELOPMENT

DELEGATIONS - None

FINANCE

Cheque List and Visa Statement Approval

The Cheque List from September 12, 2025, to October 16, 2025, and the Visa Statement for September was provided to all councillors to review.

MOTION 10-16-25-13 Approve Cheque List and Visa Payment

Moved by Councillor Loretta Keating; seconded by Councillor Linda Murphy.

BE IT RESOLVED THAT the cheque list for the period of September 12, 2025, to October 16, 2025, in the amount of \$183,437.01 be approved for payment. As well, the Visa Statement for the month of September in the amount of \$2,882.44 be approved.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce
Councillors: L. Keating, L. Burke, L. Murphy, K. Squires, I. Gambin

MOTION CARRIED

CORRESPONDENCE

Gov of NL – Municipal Conduct Regulations under the Municipal Conduct Act

An amendment was made to the Municipal Conduct Regulations under the Municipal Conduct Act. The amendment increases the time-period for completion of mandatory orientation training for councillors from 60 days to six months, while retaining the 60-day time-period for CAO's.

Mandatory orientation training includes the following:

- Roles and responsibilities of councillors and CAO's.
- Meeting and Procedures of Council
- Budgets and Financial Management
- Information related to Access to Information and Protection of Privacy
- Conflicts of Interest

NOTICE OF MOTION - None

COMMITTEE REPORTS -None

DATE FOR NEXT MEETING – November 20, 2025

ADJOURNMENT

MOTION 10-16-25-14 Adjournment to Privileged Session

Council adjourned to a privileged session to review the Disclosure Statements.

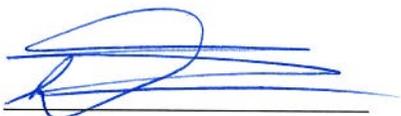
Moved by Councillor Linda Murphy; seconded by Deputy Mayor Jamie Bruce.

BE IT RESOLVED THAT Council adjourns to a privileged meeting at 8:11 pm.

In Favor: Mayor Walter Keating
Deputy Mayor Jamie Bruce

Councillors: L. Keating, K. Squires, L. Burke, I. Gambin, L. Murphy

MOTION CARRIED



Walter Keating
Mayor



Juanita Gosse
Town Clerk/Manager