

***Town of Long Harbour - Mount Arlington Heights  
Minutes of Regular Meeting  
January 26, 2016***

**In Attendance**

Mayor Gary Keating

Councillor Patricia Burke

Councillor William Murphy

Councillor Norma Keating

Councillor Felix Bailey

***Absent:*** Councillor Lydia Burke  
Deputy Mayor Kevin McDonald

Also in Attendance: Town Manager, Juanita Gosse

**CALL TO ORDER**

Mayor Gary Keating called the regular meeting to order at 7:00 pm.

**ADOPTION OF AGENDA**

**MOTION 01-26-16-01 Adopt Agenda**

Moved by Councillor Norma Keating, seconded by Councillor Patricia Burke;

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

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

**ADOPTION OF MINUTES, REGULAR MEETING**

**MOTION 01-26-16-02 Minutes of December 10, 2015**

Moved by Councillor Patricia Burke, seconded by Councillor Norma Keating;

**BE IT RESOLVED THAT** the minutes of December 10, 2015 Regular Meeting be adopted as presented.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

## **Managers' Report - January 26, 2016**

### **Capital Works Application for Waterline Upgrade Phase II:**

Met with Rex Woodford, Municipal Affairs, to discuss this project. We discussed our flow rates and new Water Treatment Plant and the need to ensure we are not losing treated water through waterline breaks. He seemed impressed with our system monitoring, chlorine readings and recording daily flow rates.

At that time of our meeting, Mr. Woodford wasn't sure how much funding would be available for Capital Works projects this year. Mr. Woodford indicated that our project could be approved over two years.

### **Capital Works Application – Water Treatment Plant:**

Spoke with Thomas Hayward at Cahill last week and he said Cahill are doing everything possible to meet the deadline date of March 31<sup>st</sup>. The treatment plant is being built at their warehouse and will be placed at the pump-house site around mid-February which should allow time for commissioning and training.

Council is invited to view the plant at the Cahill warehouse located 2-40 Southern Crossroad in Mount Pearl. This visit would have to be scheduled with Cahill.

Department of Municipal Affairs Project Manager Moein Shahwan suggested the Town request an extension on the Water Treatment Plant Project to June 30, 2016. He feels this will provide additional time to commission the plant, complete the necessary training and ensure all project monies are paid out.

### **MOTION 01-26-16-03 Request Extension for Capital Works Project – Water Treatment Plant**

Moved by Councillor Norma Keating, seconded by Councillor Felix Bailey;

**BE IT RESOLVED THAT** the Town Council make a request to Municipal Affairs for an extension on the Water Treatment Plant Project to June 30, 2016.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

**BizPal:** BizPal is an initiative we had listed in our Strategic Plan. Last week I met with Dolores Harvey from Services NL to discuss BizPal. Bizpal is an online service that provides permit and licensing information to help entrepreneurs start or grow a business. It lets entrepreneurs know we are open for business and assists in the startup process by combining municipal, provincial and federal regulations and guidelines in one place.

Dolores and I will work together with LHDC to combine information for BizPal. BizPal should be a part of our Website by April 1, 2016.

**CEEP Final Report:** The final report on this project has been forwarded to Municipal Affairs and we should expect final payment of funding within a few weeks.

2016 Canada Summer Student Jobs: Our application has been submitted for three students under this funding.

**NEW BUSINESS**

**Training Centre Design**

Training Centre Design submitted by Newlab Engineering Limited was presented and discussed in detail.

We have been informed that Gas Tax cannot be used to fund the generator. The Town Manager will meet with ACOA next week to discuss alternative funding for the generator.

**MOTION 01-26-16-04 Training Centre Design**

Moved by Councillor Patricia Burke, seconded by Councillor Norma Keating;

**BE IT RESOLVED THAT** the Town Council approves the Training Centre design with the following additions/changes:

- Council will decide whether to include the generator when they have information on funding.
- Council will consider changes to the exterior design that omits the overhang to the emergency exit and includes a sign with the town's logo.
- One small design change in the interior.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

**Fire Department – Request to build or purchase shed**

The Fire Department is requesting permission from Council to build or purchase a shed for the purpose of storage. The shed would be approximately 8ft x 10 ft. and would be placed behind the fire hall. The purchase would be made through the fire department's budget.

**MOTION 01-26-16-05 Fire Department Shed**

Moved by Councillor Patricia Burke, seconded by Councillor Felix Bailey;

**BE IT RESOLVED THAT** the Town Council approves the Fire Department purchase of an 8x10 shed.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**



## **DEVELOPMENT**

### **Grieg NL Seafarms Ltd.**

Grieg NL Seafarms Ltd is engaged in a process that is directed towards launching a commercial aquaculture enterprise in the Placentia Bay region. They will operate four Bay Management Areas (BMAs). Each of these sites will require a level of servicing that is unique and independent of the other BMA's.

Based upon the planned locations of their BMAs and the proximity of the Town of Long Harbour-Mount Arlington Heights to two of the intended BMA sites; they are pleased to advise that Grieg NL Seafarms Ltd would like to move forward with plans to establish a BMA Service Centre (mustering site) in our community.

Grieg NL Seafarms Ltd are confident that, if we continue to work together Grieg Seafarms Ltd. and its affiliates will make a positive contribution to our community. They believe that any improvements to the existing port infrastructure that is needed to advance their objective will be of significant benefit to the whole community and the region in general.

## **FINANCE**

### **Cheque Log**

The cheque log for the period from December 10, 2015 – January 25, 2016 the amount of \$743,329.46 was presented. It was noted that this cheque log includes the first two project payments for the Water Treatment Plant and the final contract payment for the Waterline Upgrade project.

### **MOTION 01-26-16-06 Cheque Log**

Moved by Councillor Norma Keating, seconded by Councillor Felix Bailey;

**BE IT RESOLVED THAT** the cheque log be approved as presented.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

### **Cash Analysis**

Cash analysis was distributed to all councillors.

## **CORRESPONDENCE**

### **Mark Browne, MHA**

MHA Mark Browne thanked Council for their letter of congratulations and invites Council to meet to discuss municipal issues.

- Council has a meeting scheduled for Monday, February 1, 2016 at 7:00 p.m. with MHA Mark Browne to discuss the condition of our Provincial Road. Agenda to be decided.

### **Dept. of Transportation & Works – Re: Yield Sign on Long Harbour Access Road**

Letter in response to our request to rethink the placement of the Yield Sign on the Long Harbour Access Road.

Department of Transportation have consulted with the Highway Design Division and it was determined that the Yield Sign is required for this intersection. Traffic northbound on Route 202 entering Long Harbour-Mount Arlington Heights shall have the right-of-way over traffic southbound entering Long Harbour-Mount Arlington Heights.

- It was agreed that Council will discuss this with MHA Mark Browne.

### **Isthmus Area Regional Development Association**

The Isthmus Regional Development Association is a not for profit organization that serves ten communities of the Isthmus. Their mandate is to promote social and economic development within our region and assist in creating employment.

As the Electoral District of Bellevue has changed to the District of Placentia West – Bellevue, the district includes Long Harbour-Mount Arlington Heights. Therefore the Isthmus Regional Development Association is inviting Long Harbour-Mount Arlington Heights to be represented on this board.

- It was agreed to request additional information on their mandate and ongoing projects.

### **MNL Avalon Regional Meeting**

The MNL Avalon Regional Meeting will be held at the Capital Hotel on Friday and Saturday, February 19<sup>th</sup> and 20<sup>th</sup>. The agenda is enclosed.

#### **MOTION 01-26-16-07 MNL Avalon Regional Meeting**

Moved by Councillor Felix Bailey, seconded by Councillor Patricia Burke;

**BE IT RESOLVED THAT** two council members are approved to attend this meeting.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

### **Water Resources – Spring Drinking Water Quality Report**

The 2015 Spring Drinking Water Quality Report will be kept on file for review.

## **RNC Association**

Requesting support for their 25<sup>th</sup> Annual Community Guide which focuses on homeland security awareness. The cost of ad space is provided.

- It was agreed that Council would not purchase an ad.

## **Clean & Safe Drinking Water Workshop**

The workshop will be held at Hotel Gander from March 22<sup>nd</sup> – 24<sup>th</sup>. There is no registration fee for this workshop.

### **MOTION 01-26-16-08 Drinking Water Workshop**

Moved by Councillor Felix Bailey, seconded by Councillor William Murphy;

**BE IT RESOLVED THAT** the town approves having one employee attend the workshop.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

## **Fire & Emergency Services**

The Town's Emergency Plan was approved by the Director of Fire & Emergency Services in May of 2014. At this time, Fire & Emergency Services are encouraging Council to take the time to revisit the plan and update where necessary.

- Town Manager updates the plan as necessary.

## **Town of Arnold's Cove – Stories of Resettlement**

The Town of Arnold's Cove will be hosting a year-long series of commemoration events marking some 50 years since the resettlement of the Placentia Bay Islands and has extended an invitation to the Opening Ceremony. The Opening Ceremony will be held on Wednesday, January 27<sup>th</sup> at the Tricentia Academy gymnasium in Arnold's Cove at 7:00 p.m.

## **Crescent Collegiate**

Thank you letter from Crescent Collegiate for supporting the Student Awards Program.

## **Thank you Cards Received:**

Thank you cards were received in appreciation of the Christmas fruit basket/flowers.

A thank you card was also received from Holy Family Elementary School for the donation to the school.

LHDC Director Joe Bennett sent thanks to Council for the fruit basket he received while he was off sick.



## **2016 Disclosure Statements:**

As per Section 210 of the Municipalities Act 1999, disclosure Statement forms were given to all councillors for year 2016. These should be completed and submitted to the town office as soon as possible.

## **COMMITTEE REPORTS**

**Councillor William Murphy:** Inquired about the designation of councillors responsibilities; how are these designations determined? He would have liked to have been designated council representative for the Fire Department.

Councillor Murphy also inquired as to his specific responsibilities regarding his designated responsibilities.

- Mayor Keating appoints councillor responsibilities. Each councillor is given a specific portfolio. Currently Deputy Mayor McDonald is the Fire Department Representative and that's working well.
- It was explained that any issue concerning a councillors designated responsibilities would be discussed with the councillor or group carrying that portfolio. The councillor or group would work on the issue and bring a recommendation to council.

**Councillor Patricia Burke:** Reported on a meeting with owner of 594 Main Street.

Councillor Burke also reported delivering 17 Fruit Baskets and 6 Flower Arrangements through our Seniors Christmas Gift initiative. All residents were very appreciative.

Inquired about having political signage removed.

- It was agreed to call the political parties to request they remove their signage. Removal should be given a timeline. If the signage is not removed by the time specified, the town will remove the signs and invoice the cost to the political party.

**Councillor Lydia Burke:**

**Councillor Norma Keating:** Reported that Breakfast with Santa was a huge success. More than 100 people attended the event.

Christmas Decorating Contest - This too was a great success. The judges enjoyed it tremendously. Winners are listed on the Towns Website. This event will add to our Tidy Towns program.

Appreciation Night - Planning is well underway. The event date is April 16<sup>th</sup>. The hall and music are booked and all organizations have been notified to send along a list of their long-term volunteers. Councillor Keating asked about the budget for this event.

- It was agreed the budget for Appreciation Night would be the same as last year.

Reported on a meeting with the Town Manager to discuss our Strategic Plan. A meeting is planned with the councillors responsible for this initiative. They will review the plan and bring recommendations to our next council meeting.

Stadium – Councillor Keating reported that she was not available to attend the last stadium meeting as it was held on the same evening council met with Grieg NL Seafarms.  
It seems the Stadium Commission does not give adequate notice of meeting. This is something she will bring to forward.

**Councillor Felix Bailey:** Councillor Bailey reported that he spoke with MHA Mark Browne and initiated the meeting with Council. He recommended we discuss the road condition in the cove as well as roadside brush clearing.

Reported that snowclearing is going well. He has had a couple of conversations with our outside maintenance operator and reported everything is going well.

Planning to attend a meeting with Councillors Lydia Burke and Norma Keating to discuss our Strategic Plan.

**Mayor Gary Keating: Discussed an agenda for our meeting with Mark Browne.**

- Town Manager to take photos of the worst areas on Main Street.
- Should ensure we have an accurate measurement of required pavement.

Discussed the New Canada Building Fund.

- It was agreed to add this to the agenda for meeting with MHA Mark Browne.

**MOTION 01-26-16-09 Adjournment**

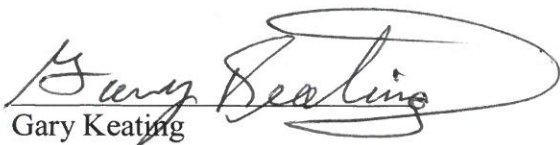
Moved by Councillor Felix Bailey, seconded by Councillor William Murphy

**BE IT RESOLVED THAT** the meeting be adjourned at 8:35 p.m.

**In Favor:** Mayor Gary Keating  
Councillors: P. Burke, N. Keating, F. Bailey, W. Murphy

**MOTION CARRIED**

**Date of the Next Meeting:** February 16, 2016

  
Gary Keating  
Mayor

  
Juanita Gosse  
Town Manager