

Wednesday, April 26th, 2023

Minutes of the Regular Public Meeting of Council held on Wednesday, April 26th, 2023 in Council Chambers.

Attendees: Mayor Keith Howell (Chair)
Deputy Mayor Kimberly Blackwood
Councillor Gordon Blackwood
Councillor Dale Howell
Councillor Hayward Morgan
Councillor Tony Moyles
Councillor Mitchell Nippard
Clerk/Manager Dianne Goodyear

Guest: Christina Hancott (Vice Chair – Recreation Committee)

Call to Order: Chair @ 7:30 p.m.

Agenda: **Motion-4767-23-Councillor G Blackwood/Councillor M. Nippard**
Resolve that the Agenda be adopted as circulated.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

MIN0823: Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of April 10th, 2023 which had been circulated to all members.

Motion-4768-23-Councillor G. Blackwood/Councillor T. Moyles

Resolve that the Minutes of the Regular Public Council Meeting of April 10th, 2023 be adopted as circulated.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

MIN0923: Mayor Howell asked if there were any errors or omissions to the Minutes of the Special Public Council Meeting held on April 25th, 2023 which had been circulated to all members.

Motion-4769-23-Councillor G. Blackwood/Councillor T. Moyles

Resolve that the Minutes of the Special Public Council Meeting of April 25th, 2023 be adopted as circulated.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Guest:

Christina Hancott (Vice Chair, Rec. Committee)

Mayor Howell welcomed Christina to the meeting and asked her to address her concerns. Christina informed council of the kids events the Recreation Committee has been hosting that has been highly attended by the children in our community.

She stated that the Committee currently has 14 members but they have a problem with finding members available and willing to supervise the summer student program.

She wondered if the supervision could be handled by the town workers or if the town could assist in hiring a co-ordinator to run a summer program. She also invited council to participate in an activity during the summer festival to make themselves known to the residents. Mayor Howell thanked Christina for coming and she left the meeting at 7:40 p.m.

Council needs clarification on how much supervision is required and whether or not they have any of the supervision needs covered. In the past, an honorarium to cover gas was offered to the supervisor so they would not be out of pocket since they are volunteers. Maybe this could be offered to the members again to see if there was any interest in supervision. This will be brought back for further discussion.

Business

Arising:

Envirofest

The application to build 10 new garden boxes through NL Power Envirofest Grant was not approved.

Take Charge NL

An application has been submitted to NL Power Take Charge Program for funding to change out the lighting in the Fire Hall and Recreation Center to LED Lighting.

Wood Chipper

The Wood Chipper has been picked up and is now stored in the Fire Hall until a building is constructed to house it. It will be located on the Muni-

pal Property at Noggin Cove Road. The Public Works Committee will determine the exact location, size and materials required for the building and fencing around the area for drop off.

**Business
Arising:**

Fire Van

Research is ongoing.

Portable Pumps

The portable pump should be repaired by the end of this week.

Chemical Feed Pump/KOP Kits

Motion-4770-23-DM Blackwood/Councillor G. Blackwood

Resolve to purchase the Chemical Feed Pump and KOP Kits from Kean's Pump Shop as per quote received.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Seniors Social Inclusion

Motion-4771-23-Councillor T. Moyles/Councillor H. Morgan

Resolved to apply for funding through the Seniors Social Inclusion Initiative as presented by DM Blackwood.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

W.S. Privileged Session

Motion-4772-23-Councillor G. Blackwood/Councillor M. Nippard

Resolve to enter into a "Privileged Session" to discuss this topic.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Discussion.

Motion-4773-23-Councillor G. Blackwood/DM Blackwood

Resolve to return the meeting to an “Open Session”

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

A site visit will be arranged between the Mayor, Councillor H. Morgan and the Resident.

Committees:

Finance:

CSJ Approvals

Canada Summer Jobs – approvals have been received as follows:

Town – 1 Student for 8 weeks @ 35 hours per week

Recreation – 2 Students for 8 weeks each @ 35 hours per week.

Habitat – 3 Students for 8 weeks each @ 35 hours per week.

Public Works:

Water Report

The water results from Government Service testing done on April 4th, 2023 were satisfactory.

Public Works:

Utility Trailer

Town Maintenance workers are currently making the necessary repairs to the Utility Trailer.

Pressure Washer

The Pressure Washer has been sent out for repair.

Pickup Tires

Motion-4774-23-Councillor G. Blackwood/Councillor H. Morgan

Resolve to purchase 4 new tires for the town pickup at Pennell’s Service Station as per the lowest quote.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor H. Morgan Councillor T. Moyles
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Sewer Problem – Post Office

Members were advised of a sewer line blockage at the Post Office. Members were in agreement they should install a clean out valve and the town workers would put the snake through to clear the blockage if possible. If not and the blockage is further in the line, the Town Engineer would be contacted.

Fire Dept:

Incident Reports

Two FES Incident Reports were presented to and reviewed by members.

Fundraising -Dart Tournament

The Fire Department will be fundraising to purchase the equipment to host a dart tournament in the future.

Fire Dept:

Jr. Firefighter updates

Updates on the Junior Firefighting Program were presented to and reviewed by members. The program seems to be working very well.

Shirts/Printing Quotes

Further research is required.

Traffic Control Level 1

One of the firefighters registered for the Traffic Control Level 1 course did not attend.

Accounts

Payable:

Planet Shuffleboard	\$9,184.28 – Shuffleboard (Paid)
TRIO	\$ 318.07 – Health Premiums
Action Car & Truck	\$ 149.39 – Sander Bearings
Municipal Assessment Agency	\$3,081.00 – 2 nd Quarter Assessment Fees
Central Office Equipment	\$ 90.74 – Office Supplies
Northeast Electrical & Renovations	\$ 115.00 – FH Light/Quote
Carmanville Valu Grocer	\$ 5.90 – Kitchen Supplies
NLCSA	\$ 902.75 – FD Training Traffic Control 1
NL Power	\$ 45.38 – Hydro – Lift Station
NL Power	\$ 691.22 – Hydro – Fire Hall
NL Power	\$ 211.77 – Hydro – Booster Station
NL Power	\$ 467.07 – Hydro – Municipal Building
NL Power	\$ 153.38 – Hydro – Garage
NL Power	\$ 119.77 – Hydro – Chlorination Chamber
G & M Services	\$ 694.08 – Gas: 484.08, Diesel 210.00

Motion-4775-23-DM Blackwood/Councillor D. Howell

Resolve that the outstanding accounts be paid in full as presented.

In favour:	Mayor Howell	DM Blackwood
	Councillor G. Blackwood	Councillor D. Howell
	Councillor H. Morgan	Councillor T. Moyles

Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

New Business:

Shed Permit

The request to build a shed at 96 Main Street was referred to NL Power who approved the location. Council has approved the shed request as per Policy and the Town’s Accessory Building Permit Regulations.

Domestic Sawmill

The request to operate a Domestic Sawmill at 188 Main Street was approved pending approval of all other relevant government departments.

Members

Business:

Symposium

DM Blackwood is unable to attend the MNL Symposium on May 4th to 6th in Gander. Councillor H. Morgan will attend in her place provided the registration can be switched. If not, DM Blackwood will switch her registration to virtual if possible.

SAM AGM

Councillor H. Morgan will advise the office within a couple of days if he is available to attend the SAM AGM.

Adjournment:

Motion-4776-23-DM Blackwood/Councillor H. Morgan

Resolve that Council do now adjourn to meet again on Monday, May 10th, 2023 at 7:30 p.m.

In favour:	Mayor Howell	DM Blackwood
	Councillor G. Blackwood	Councillor D. Howell
	Councillor H. Morgan	Councillor T. Moyles
	Councillor M. Nippard	

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 10:00 p.m.

Tuesday, April 25th, 2023

Minutes of a Special Public Meeting of Council held on Tuesday, April 25th, 2023 in Council Chambers.

Attendees:

Mayor Howell (Chair)
Councillor Gordon Blackwood (remote attendance)

1. Pennell's Service Station - \$6,910 (HST included) and covers transmission, oil, labour, tow, program
2. Riverview Motors - \$6,785.00 (HST included) covers parts and labour – does not include program or towing pickup to GFW
3. Hickman Motors - \$6,969.81 (HST included) covers transmission and fluid parts and labour. Does not include towing pickup to Gander.

Motion-4765-23 Councillor D. Howell/Councillor G. Blackwood

Resolve to accept the lowest quote from Pennell's Service Station at \$6,910.00 to purchase and install the transmission and cover the cost of towing and programming in Gander.

In favour: Mayor Howell Councillor G. Blackwood
Councillor D. Howell Councillor T. Moyles

Opposed: 0

Abstaining: 0

Motion Carried.

Adjournment:

Motion-4766-23-Councillor D. Howell/Councillor T. Moyles

Resolve that the meeting be adjourned.

In favour: Mayor Howell Councillor G. Blackwood
Councillor D. Howell Councillor T. Moyles

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 1:20 p.m.

Monday, April 10th, 2023

Minutes of the Regular Public Meeting of Council held on Monday, April 10th, 2023 in Council Chambers.

Attendees: Mayor Keith Howell (Chair)
Deputy Mayor Kimberly Blackwood
Councillor Gordon Blackwood
Councillor Dale Howell
Councillor Mitchell Nippard
Clerk/Manager Dianne Goodyear

Absent: Councillor Hayward Morgan (Leave of Absence)
Councillor Tony Moyles

Call to Order: Chair @ 7:15 p.m.

Agenda:

Motion-4757-23-DM Blackwood/Councillor M. Nippard

Resolve that the Agenda be adopted as circulated.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes:

Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of March 27th, 2023 which had been circulated to all members.

Motion-4758-23-Councillor G. Blackwood/Councillor D. Howell

Resolve that the Minutes of the Regular Public Council Meeting of March 27th, 2023 be adopted as circulated.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Business

Arising:

Envirofest

The application to Envirofest to install 10 raised garden boxes has been submitted. Successful proposals will be announced on April 21st, 2023.

Take Charge NL

NL Power advised that the installation of new lighting at the Rink did not qualify for funding under this program. Members were in agreement to submit an application to change out the lighting in the Municipal Building, Rec Center and Fire Hall to LED Lights to reduce power consumption and reduce cost.

Wood Chipper

The Wood Chipper will be shipped to Clarendville this week and picked up by the Town worker. Members were in agreement to locate and use the wood chipper behind the Fire Hall. A small building will be constructed to house the wood chipper and fencing will be erected around the location the chipper will be used. The Town Maintenance Workers will be trained as deemed appropriate by OHS for the operation of the wood chipper.

Fire Van

Efforts to obtain a dash cluster are ongoing. We are waiting to hear from Triple T Mechanics as to whether or not an analog speedometer can be mounted on the dash to pass inspection.

Portable Pumps

The pump undergoing repairs should be ready for pickup this week. The other portable pump will then be dropped off for repairs.

**Committees:
Finance:**

Building Age-Friendly Grant

Motion-4759-23-Councillor G. Blackwood/Councillor M. Nippard

Resolve to accept the Building Age-Friendly Communities Grant in the amount of \$12,398.35 to purchase and install 2 shuffleboards to allow residents, including seniors, to participate and enjoy providing healthy living through physical activity.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

1st Quarter Financial Report

The first quarter financial reports were presented to and reviewed by members. The Town is in good standing at the end of the 1st quarter.

Collections Report

The collections report for March was presented to and reviewed by members. Collection efforts are ongoing and steadily progressing.

W.S. (Privileged)

Motion-4760-23-Councillor D. Howell/DM Blackwood

Resolve to enter into a “Privileged Session” to discuss this topic.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Discussion

Motion-4761-23-Councillor G. Blackwood/Councillor M. Nippard

Resolve the meeting be returned to an “Open Session”.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell

Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Resident will be notified of Council's decision.

Public Works:

Chlorine Readings

Chlorine Readings for the month of March were presented to and reviewed by members. Readings were within recommended guidelines.

Water Usage/Flow Data

Water Usage and Flow Data for the month of March were presented to and reviewed by members. The average water usage was 162,980 gallons per day.

Chemical Feed Pump

A back-up Chemical Feed Pump and KOP Kits are still required. Pricing is currently being obtained and are in the range of \$4000 - \$5000 for both. Members will be notified when the final pricing is received.

Tires – Utility Trailer

Two tires for the utility trailer have been ordered through Pennell's Service Station as they were the lowest quote at \$342.47 installed.

Fire Dept:

Fundraising – Stove

Members were in agreement the stove should be offered to the Rec. Committee again and if they don't want it, it could be cleaned up and put up for public tender.

Car Show

Members were in agreement to approve the request for the Fire Department to host their second annual car show.

Dart Tournament

Members were in agreement to approve the request for the Fire Department to reimburse their members who attended the dart tournament from their own funds. Further research is required into the request to host a dart tournament in the future. Results will be brought back to the next meeting for further discussion.

Fire Dept:

Jr. Firefighter Program Update

An update on the Junior Firefighter Program was presented to and reviewed by members. The program seems to be running smoothly.

Recreation:

Resignation (Chair)

A letter of resignation from the position of Chair of the Rec. Committee was received. Members were in agreement that a letter be sent to the previous Chair thanking her for her service.

Rentals/Insurance

The Town Insurance does not cover individuals or groups renting the Rec. Center to host events. The Recreation Committee has been advised and will inform individuals and groups renting the Rec. Center that they will be responsible to have their own insurance coverage in place as deemed necessary.

Incident Report/Insurance

An injury was reported that happened at the sports night hosted by the Rec. Committee at the school gym. The Town Insurance advised that if a child is injured during the activities at the school gym there is no coverage provided under the Town insurance unless the Town or Rec. Committee were negligent in some way. The example provided was: if a child was running and tripped up and broke a leg, there would be no coverage as the Town/Rec. was not negligent.

Accounts Payable:

Bell Aliant	\$ 313.69 – Phone/Fax/Internet – (Paid)
Bell Aliant	\$ 81.36 – Phone – Fire Dept. – (Paid)
NL Power	\$1,805.70 – Hydro Street Lighting - (Paid)
CBS Rentals Ltd.	\$9,889.99 – Wood Chipper - (Paid)
Carmanville Value Grocer	\$ 7.78 – Kitchen Supplies
CNWM	\$2,000.20 – Tipping Fees
Collabria Visa	\$ 700.00 – Symposium Registration
Tulk’s Home Hardware	\$ 163.10 – Mun. Bldg./Sander Rack
Rockwater	\$1,751.68 – Chlorine
G & M Services	\$ 407.01 – Gas
Dooleys Trucking	\$ 75.57 – Courier – BA Servicing
Computer Shack Inc.	\$ 471.45 – Printer Toners
Cal Legrow	\$ 973.00 – Firefighter Insurance (incl. Jr)

Motion-4762-23-Councillor G. Blackwood/Councillor M. Nippard

Resolve that the outstanding accounts be paid in full as presented.

In favour:	Mayor Howell	DM Blackwood
	Councillor G. Blackwood	Councillor D. Howell
	Councillor M. Nippard	

Opposed: 0

Abstaining: 0

Motion Carried.

Correspondence:

From	Regarding	Action
Gov. NL	Seniors Social Inclusion	DM Blackwood checking into

New Business: Permits Request

Permit request to build sheds at 96 Howell's Ave, 56 Main Street South and 81 Main Street were all approved as per Council Policy and the Town's Accessory Building Permit Regulations.

Crown Lands Referral

Members have no concerns or issues with the Crown Lands Referral Application for an extension to property at 77 Howell's Ave.

Members

Business:

SAM AGM

The Town Committee Reps are not available to attend the SAM AGM in Port au Choix on May 26th and 27th. Members were in agreement to check with the Habitat Chair to see if she or a committee member is available and interested in attending.

Adjournment:

Motion-4763-23-DM Blackwood/Councillor G. Blackwood

Resolve that the meeting be adjourned to meet again on Monday, April 24th, 2023 at 7:30 p.m.

In favour: Mayor Howell DM Blackwood
Councillor G. Blackwood Councillor D. Howell
Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:20 p.m.