

Monday, May 27th, 2024

Minutes of the Regular Public Meeting of Council held on Monday, May 27th, 2024 in Council Chambers.

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

Call to Order: Chair @ 7:22 p.m.

Agenda: **Motion-4655-24-DM Blackwood/Councillor G. Blackwood**
Resolve that the Agenda be adopted as circulated.

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

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 May 13th, 2024 which had been circulated to all members.

Motion-4656-24-Councillor D. Howell/Councillor H. Morgan
Resolve that the Minutes of the Regular Public Council Meeting of May 13th, 2024 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Business

Arising: **Fire Van Tenders**

The Town received 2 tenders for the fire van they were opened and reviewed. Councillor H. Morgan left meeting 7:25pm due to conflict of interest.

Motion -4657-24-Councillor G. Blackwood/ Councillor T. Moyles

Motion to accept the highest bid on the Fire Van. Winning bidder will have 7 days to make payment and remove Van from the Town property, if not the next bidder will be offered the van.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Councillor H. Morgan returned to meeting 7:29pm.

Road to PWS

The road to the PWS need upgrades. Council wanted more information on what part of the road is the Town’s responsibility. It is agreed upon that the road does need to be up kept as it is a part of our MOG. Discussion on type of rock to put down was had and decided that slate/gravel mix would be the best choice. Will get quotes for prices per load.

Rink Area

Landscaping of Rink Area has started. Outside worker did as much as he could with what was at the rink. Requested 2 or 3 loads of Class A to finish the work. Will get quotes for prices per load.

Permit- Access Road

Approved application for Permit- Access Road was presented. It is for a term of 1 year issued to Bulldog Contracting Ltd.

Water leak & Curb Stop

The resident at 92 Main Street is still trying to find someone to fix his water leak. Had someone lined up and they didn’t show. Council decided to wait to pursue until the deadline of May 31st, 2024.

Committees:

Finance:

STEPS Program

The Cape Freels Development Association has approached the Town to see if they would be able to provide their client with 20 hours a week work. The CFDA will provide \$11.60 per hour towards the hourly wage.

Motion 4658-24-DM K. Blackwood/ Councillor D. Howell

Motion to accept the proposal from CFDA to provide their client with 20 hours a week for 22 Weeks.

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

Opposed: 0
Abstaining: 0

Motion Carried.

Playground- CIP Approval

We received approval on the CIP we submitted to use our Gas Tax to purchase the piece of equipment for the playground.

The CIP we submitted to Gas Tax and was approved in the amount of \$95,119.00. The piece of equipment has been ordered. The equipment cost \$104,891.50 (tax included). The difference we pay is \$9,772.50 which we will get back from the GST Rebate, but we have to pay it upfront to claim the GST Rebate.

Interpretation Centre

Window (Glass) needs to be replaced and the glass in the back door needs to be replaced- following the break-ins – it’s currently covered with plywood but needs to be replaced for summer use.

Motion 4659-24-Councillor G. Blackwood/Councillor D. Howell

Motion made to replace windows/glass in the Interpretation Centre.

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

Opposed: 0
Abstaining: 0

Motion Carried.

Computer- Microsoft Office/Townsuite

Our financial program requires Windows 11 to run within the next year and our computer is too old to take the upgrade to run Windows 11. Also, our Microsoft Word is 2010 and is now outdated so we require an updated Microsoft Word. Windows 11 and new Microsoft Word would be installed on a new computer when purchased.

Motion 4660-24-Councillor H. Morgan/Councillor T. Moyles

Motion made to purchase new computer for the Town office that will be compatible with new Microsoft Office and Townsuite.

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

Opposed: 0
Abstaining: 0

Motion Carried.

Ramp for Bench- Shuffleboards

Diagram was presented to build a deck onto the far end of the shuffle board court to place a bench for spectators. After discussion it was decided that we did not need a deck and the bench will be placed on the ground between the shuffleboards and the Fire Hall.

Public Works: Screen Cleaning May 14, 2024

Regular maintenance on screens, no problems detected. Pictures were emailed to Council for their review.

Permit- Fence

Permit to be issued to build fence at 221 Main Street. Outside worker verified location is ok.

Fire Dept: Province Wide Radio System

Province Wide Radio System is going live across the province on June 1, 2024. This radio system is to connect all emergency responders. Government of Newfoundland and Labrador are providing a minimum allotment of two P25 Radios for each Volunteer Fire Department within the province. Our information has been submitted to receive these radios.

Fire Van

An advertisement of a cube van was presented to Council for consideration. Council decided not to pursue as there was very high kms on the van for the price.

Accounts Payable:

Computer Shack	\$ 448.45 – Printer Toners
Carmanville Valu Grocer	\$ 27.73 – Kitchen/Janitorial Supplies
NL Power	\$ 88.65 – Hydro – Garage
NL Power	\$ 46.00 – Hydro – Lift Station
NL Power	\$ 347.75 – Hydro – Mun. Bldg.
NL Power	\$ 117.76 – Hydro – Chlorination Chamber
NL Power	\$ 184.69 – Hydro – Booster Station
NL Power	\$ 746.78 – Hydro – Fire Hall
Receiver General for Canada	\$3,312.62 – Payroll Remittance
NAPE	\$ 79.08 – Union Dues
Desjardins Insurance	\$ 488.08 – Pension Premiums
G & M Services	\$ 556.63 – Gas: 336.63; Diesel 220.00

Motion-4661-24-DM Blackwood/Councillor H. Morgan

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 M. Nippard
	Councillor T. Moyles	
Opposed:	0	

Abstaining: 0
Motion Carried.

New Business:

Waterline Connection

Resident would like curb stop fixed on his vacant land to have a water hookup for seasonal use for trailer. Council would like more information as to if the curb stop can be fixed and the billing requirements for water use before approving.

RCMP Presentation on Fraud

On June 4, 2024 the RCMP will be hosting a Presentation on Fraud Prevention. They will be providing information and tips on what to do if you suspect that you are being scammed, and how to prevent becoming a victim. The presentation will be held at the Carmanville Recreation Centre at 7:30pm.

GLOW Request

Council received a request from GLOW to be able to project a movie onto the Town Garage door for their closing on June 22, 2024.

Motion 4662-24-Councillor M. Nippard/Councillor T. Moyles

Motion made to let GLOW use the garage door for their movie. The town pickup will be brought to the Fire Hall in case of an emergency. GLOW will be informed that if there is an emergency they will need to move from the parking lot in front of the garage.

Adjournment:

Motion-4663-24-DM K. Blackwood/Councillor D. Howell

Resolve that Council do now adjourn to meet again on Monday, June 10th, 2024 at 7:30 pm.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:05 p.m.

Monday, May 13th, 2024

Minutes of the Regular Public Meeting of Council held on Monday, May 13th, 2024 in Council Chambers.

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

Absent: Councillor Tony Moyles

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

Agenda: **Motion-4648-24-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 H. Morgan	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 April 29th, 2024 which had been circulated to all members.

Motion-4649-24-Councillor D. Howell/Councillor H. Morgan

Resolve that the Minutes of the Regular Public Council Meeting of April 29th, 2024 be adopted as circulated.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Business

Arising:

Fire Van Tender

There were no bids received on the Fire Van Tender which closed on Friday, May 10th, 2024 at 4:30 p.m. Members were in agreement to reissue the Fire Van Tender for two (2) more weeks, with the closing date of May 24th, 2024.

Playground Equipment Offloading/Storage

The Playground Equipment Offloading and Storage issues were resolved, the updated quote was received and the CIP has been submitted to the Gas Tax Secretariat for approval. The application will be reviewed later this week and we will be notified of their decision within the next week.

Spring Clean-up (extend to June 13th)

Members were in agreement to extend the Spring clean-up to June 13th. The new schedule will run from June 3rd to 13th, 2024.

Committees:

Finance:

Collections Report

The Collections Report for April was presented to and reviewed by members. Collection of arrears is steadily progressing.

Rink Sign – Choose/Prize(s)

The Rink Signs designed by K – 6 classes at Phoenix Academy were presented to and reviewed by members. Members chose the sign designed by the Grade 6 class as the winner to be displayed on a 3 ft. x 6 ft. sign and mounted on the Rink Building. Members were in agreement that the remaining designs be displayed on the rink building as individual signs the same size as the paper they were drawn on (8 ½ inches by 14 inches).

Members were also in agreement that the prizes for the Rink Sign winner and participants be as follows: Winning Class – Grade 6 - \$50.00 and each of the other participating classes – Kindergarten, Grade 1, Grade 2, Grade 3, Grade 4 and Grade 5 - \$25.00 per class. The Total payout will be \$200.00. Classes will be invited for pictures and snacks when the signs are erected.

Finance:

Canada Day Celebrations

The Recreation Committee are unable to do the Canada Day Celebrations this year. The Habitat Committee and Fire Department will be approached to see if they are interested in putting off the event or working together to do an event for Canada Day. Deputy Mayor Kimberly Blackwood volunteered to do a virtual event for Canada Day and members were in agreement to still put off the fireworks.

Fire Dept. Phone App (Renewal)

(Mayor Howell vacated the Chair – DM Blackwood took the Chair, and Mayor Howell, Councillor G. Blackwood and Councillor M. Nippard all left the meeting at 8:00 due to a conflict of interest).

Motion-4650-24-Councillor D. Howell/Councillor H. Morgan

Resolve to renew the Fire Department Phone App annual service fee at the cost of \$972 US Funds.

In favour: DM Blackwood Councillor D. Howell
Councillor H. Morgan

Opposed: 0

Abstaining: 0

Motion Carried.

(Mayor Howell, Councillor G. Blackwood and Councillor M. Nippard returned to the meeting at 8:05 p.m. DM Blackwood vacated the Chair and Mayor Howell resumed Chair.)

HR (Privileged)

Motion-4651-24-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 H. Morgan	Councillor M. Nippard

Opposed: 0

Abstaining: 0

Motion Carried.

Discussion

Finance:

HR (Privileged)

Motion-4652-24-Councillor G. Blackwood/DM Blackwood

Resolve that the meeting return to an “Open Session”.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Public Works:

Water Report

The Water Report from Government Services from test done on May 7th, 2024 was satisfactory.

Chlorine Readings

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

Monthly Water Usage & Flow Data

The Monthly Water Usage and Flow Data for the month of April were presented to and reviewed by members. The average daily water usage was 152,187 gallons per day.

Vehicle Inspections

The Vehicle Inspections were presented to and reviewed by members.

Trailer Tire

A Trailer Tire has been replaced as a result of a blowout during garbage collection last week.

Green House Roof

The panels on the Green House became brittle and had to be replaced. The supplier is checking with the manufacturer to see if it's covered under warranty. The roof also needed more supports so the panels would be more stable. This has also been completed.

Public Works:

Rink Area

Members were in agreement that the Rink Area needs landscaping. The ground around the rink and the parking lot area needs to be cleaned up and levelled up. When this work is completed, the remaining bench is to be installed between the two rink buildings.

Road to PWS

The road to our watershed (Grandfather's Pond) needs some repairs. Members were in agreement to have the town worker dig up the big rocks in the road and dispose of them and to scratch up gravel around the potholes with the backhoe and back drag the gravel to cover in the potholes; then report back to council what is needed for our section of the road. Members were also in agreement to inform the cabin owners not to grade our section of the road – from the highway to the watershed area.

Fire Dept:

Jr. Firefighter Program

A note of thanks was received from the Instructors of the Junior Firefighters for Council's support of the Junior Firefighter Program.

FES Incident Report

A FES Incident Report was presented to and reviewed by members. Members were in agreement that the erosion to the driveway caused while fighting the fire will be replaced as soon as possible.

Accounts

Payable:

Bell Aliant	\$ 81.36 – Phone – Fire Hall (Paid)
Northeast Electrical	\$ 189.75 – Emerg. Lights Inst. (Paid)
Kim Blackwood	\$ 18.37 – Mun. Awareness (Paid)
CNWM	\$1,753.05 – Tipping Fees
Dooley's Trucking	\$ 219.51 – Courier Charges
Collabria	\$ 287.50 – SAM Conference Accom.
G & M Services	\$1,170.56 – Town: 537.49; FD: 463.07
Tulk's Home Hardware	\$ 632.76 – FH Storage /Adm. Office/Janit.
TRIO	\$ 313.53 – Health Premiums

Motion-4653-24-DM Blackwood/Councillor H. Morgan

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 M. Nippard
Opposed:	0	

Abstaining: 0
Motion Carried.

Correspondence:

From	Regarding	Action
MAA	Clar Simmons Scholarship	Info Only
MAA	Assessment 2025	Info Only

New Business:

SAM Regional Meeting

Members were in agreement that the Town offer to host the SAM Regional Meeting this fall. This would be a half day event for the members in Central Region followed by a walk on the trail. This would give the Town an opportunity to show case our community and the wetlands center and trail.

Members

Business:

MNL Symposium Update

Councillor H. Morgan gave an overview of topics covered during the MNL Symposium he attended in Gander. Topics included the “Code of Conduct”, “Conflict of Interest”, “ATIPP” and “MAA Assessment Changes”.

Municipal Awareness Week update

DM Blackwood gave an overview of the virtual events that she was in charge of during Municipal Awareness Week. It was a great success overall and the participation was pretty good for our first virtual event. Two prize draws were conducted and all events and the prize draws were posted on the internet.

Adjournment:

Motion-4654-24-Councillor G. Blackwood/Councillor H. Morgan

Resolve that Council do now adjourn to meet again on Monday, May 29th, 2024 at 7:30 pm.

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

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:25 p.m.