

**Town Council Meeting
Town Hall – 7:00 p.m.
September 11, 2024**

IN ATTENDANCE:

Elaine Nash, Brenda Young, Kevin McDonald, Ian Goudie, Roy Lewis, Nina Goudie and Robyn Hickey.

REGRETS

Doug Dean

MEETING CHAIR

Elaine Nash

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. MNL Small Towns Virtual Roundtable Meeting (7:00 pm)

Council signed into the MNL Small Towns Virtual Roundtable Meeting. The following points were raised:

- Question posed: Is it true that there is no Federal capital work funding for coming year? (Learned of this via Gudie Hutchings). Only fund this year was through the province. MNL will go back to the Minister Hutchings to clarify – also meeting with her re: wastewater.
- Poll Tax system is coming to an end at the end of this year. Question posed: How will we recoup this money (poll tax)?
- One observation re property tax was that it takes more staff therefore is more costly to administer property tax in terms of back and forth with Municipal Assessment Agency.
- Approximately 32 communities still have poll tax or blended poll tax. Don Hearn, MAA, presented in Labrador on the topic. They have submitted a funding proposal to secure necessary resources to help communities that have to transition to property tax. One-to-three-year implementation process, depending on size.
- Misconceptions: that the property taxes will always rise. It was noted that towns have control via mil rate to set the rate of taxation to bring it down to where it is similar to poll tax.
- Some towns have a blended tax system, i.e. poll tax and property tax. Towns must phase out poll tax and integrate that tax within the mil rate.
- Cost to towns for property assessments by MAA is approximately \$25 per property.

3. Adoption of Agenda

Motion #2024-09-11-613: Brenda Young; Kevin McDonald.
To adopt the agenda for September 11, 2024, as distributed.
All in favour; none opposed. Motion Carried.

4. Adoption of Minutes

a) August 14, 2024

Motion #2024-09-11-614: Brenda Young; Ian Goudie.

To adopt the minutes for August 14, 2024, as distributed.

All in favour; none opposed.

Motion Carried.

5. Finance

a) Monthly Financial Report

a. July 2024 (re-submission)

The Clerk tabled the July 2024 Financial Report with corrections as noted last month.

b. August 2024

Motion #2024-09-11-615: Kevin McDonald; Ian Goudie.

To adopt the 2024 August Financial Report, as distributed.

All in favour; none opposed.

Motion Carried.

6. New Business

a) Reports

a. Policy and Procedures Committee

i. Rules of Order and Procedure

Motion #2024-09-11-616: Brenda Young; Kevin McDonald.

To update the Rules of Order and Procedure, Section 4 as follows:

- Update 2nd point: The town clerk, or an alternate town clerk records the meetings in a computer notebook and/or handwritten notes to be transcribed into minutes and presented at the next public meeting, in accordance with section 9.
- Add 5th point: In the absence of a Clerk, Council shall appoint an agent to undertake the recording duties.

All in favour; none opposed.

Motion Carried.

b. Infrastructure Committee

i. Septic System Replacement – Quote Review and Update

Estimates from Advanced EnviroSeptic and Pioneer Services were distributed for Council's review.

Councillor Lewis brought two points to Council's attention:

1. Councillor Lewis had talked to Nick Dunne about installing a heavy plastic membrane inside the retaining wall.
2. In accordance with the engineer drawings, the contractor has to take existing ground down to the water table and replace it with permeable fill. Any effluent will percolate down through the fill and pipes. The resulting water will seep into the water table.

It was noted that the new system is superior than the current system in that the result is 99.9% pure water versus the current system which contains untreated effluent.

There was a discussion around the viability of pumping the well to reduce water retention in the area. As there is no disposal field, pumping the well would not change water levels because the water table will continually return to its normal level.

The Clerk advised Council of a private meeting scheduled for Tuesday, September 17, 2024 with the neighbours of the adjacent property, Council and the contractors. The purpose of the meeting is for the contractors to explain how the new system will work and answer any outstanding questions.

c. Recreation Trails Committee

i. Environmental Assessment

The Clerk noted that in accordance with government's checklist for trail development, the Town is required to submit the Master Trail Plan for an Environmental Assessment. A fee of \$400 applies to all applications. 🐛

Motion #2024-09-11-617: Ian Goudie; Roy Lewis.

To pay the fee of \$400 to register the Trail Plan for an Environmental Assessment.

All in favour; none opposed.

Motion Carried.

ii. Not-for-profit status

The Clerk advised that Holyrood's Trails Committee obtained not-for-profit (NFP) status from the provincial government this year. This designation means that the Committee is eligible to apply for funding from a broader range of programs. The Committee remains a committee of the Town and reports back to the Town on its activities. If the Recreation Trails Committee sought this designation, it too will benefit from being eligible to apply to more funding programs.

Motion #2024-09-11-618: Kevin McDonald; Ian Goudie.

Council agrees in principle that the Trails Committee can pursue NFP status through the provincial government and report back to Council.

All in favour; none opposed.

Motion Carried.

d. Fire Department Report

- Weed whacking is needed to make reservoirs accessible.
- Need to rent a trash pump to drain the reservoirs then wash out and drain again to remove all sediments.

Motion #2024-09-11-619: Kevin McDonald; Roy Lewis.

Council agreed that Fire Department can rent trash pump; however, the Clerk was requested to circulate the cost to Council for final approval.

All in favour; none opposed.

Motion Carried.

- The new Portable Radios have been received as part of the province-wide emergency radio system. These radios will be used for fire emergencies or in the event of a major disaster. These are a great tool for the town's Emergency Preparedness Plan.
- Fire Department has been unable to reach Evan Woodford with the Fire and Emergency Services about firefighting training. The Clerk has followed up with her contact for alternate contact information.
- During practice training of the portable fire pump, unit 1 experienced a dead battery for the starter. The battery had failed internally. It has now been replaced.
- During a weekly inspection of Unit 2, it was noticed that some nuts have vibrated loose and needed replacement. Those were replaced.

e. Town Clerk Report

- Hardship Case for one resident.

The Clerk advised of a recent meeting with a resident who applied for consideration of taxes due to a significant increase this year over the previous year. In reviewing the file, it was discovered that a billing error had been made in the previous year.

	2024		2023		
	Billed	Recommend	Billed	Recommend	
Property #1	300.00	254.00	249.50	249.50	
Property #2	<u>339.75</u>	<u>300.00</u>	<u>324.50</u>	<u>300.00</u>	
	639.75	554.00	574.00	549.50	
	Diff: 93.75		Diff: 24.50		
					Total discount: 118.25

Motion #2024-09-11-620: Brenda Young, Roy Lewis.

Hardship case is approved with adjustments as presented.

All in favour; none opposed.

Motion Carried.

- The Clerk advised that Anne Pratt has offered the Town topographical maps of the area which are part of the Chris Pratt Estate. The Pratt family also offered to cover the cost of mounting one or two of them.

Council asked the Clerk to accept the offer on behalf of Council, with thanks them for their generosity. The Clerk will follow-up with the Pratt Family.

- Library – The Clerk discussed the need for a computer for the Library to start populating a database for searching purposes. It was agreed that the Clerk will work on a plan for collaborative use of both spaces on the ground floor Library / Spiritual Centre.

- Donations: The Clerk reported that a resident recently donated \$200 to the Spiritual Centre and \$500 to the Fire Department.
- The Clerk reported that the RCMP met recently with Colinet Town Council to discuss the issue of cars speeding through their community. The Clerk subsequently spoke with the RCMP about speeding along route 93 and requested that any increased surveillance include our Town. They agreed and will report back on results.
- Fire Prevention Week Ad - The Shoreline approached the Town for permission to run an advertisement in their paper for Fire Prevention Week. Council agreed to run the ad again this year.

Motion #2024-09-11-621: Roy Lewis, Ian Goudie.

That the same advertisement be placed in the Shoreline for Fire Prevention Week.

All in favour; none opposed.

Motion Carried.

- Rural Transit Solutions Fund – The Clerk reviewed a funding opportunity to develop a plan for rural transit in the area. Council gave permission for the Clerk to consult with neighbouring communities about collaborating on a proposal for a regional rural transit plan for our communities.
- The following Permits were Issued:
 1. Albon Hearn, 562 Main Road North, replace cellar;
 2. Teresa Parrott, 763 Main Road North, replace shingles on porch;
 3. Cliff Hawco, 518 Main Road North, replace four windows and repair associated siding.
- Handyman work (Eugene McDonald) – The Clerk reported that everything on the August 8th list was complete except replacement of the Council Office door and siding repair on Hall and Fire Department. A detailed summary of his work is available for review.

b) By-Election to replace Councillor position

With respect to replacing Councillor F. David Power on Council, Nomination Day is scheduled for Wednesday, October 2, 2024 from 8:00 a.m. to 8:00 p.m. Should an election be required, it will take place on Tuesday, October 29, 2024. The Town Clerk is defacto the Returning for by-elections. The following motions are required.

Motion: #2024-09-11-622; Ian Goudie, Roy Lewis.

That the Town will hold a by-election on Tuesday October 29, 2024

All in favour; none opposed.

Motion Carried.

Motion: #2024-09-11-623; Ian Goudie, Roy Lewis.

That the alternate returning officer be Brenda Pike.

All in favour; none opposed.

Motion Carried.

Motion: #2024-09-11-624; Ian Goudie; Roy Lewis.

That Nomination Day will be held on Wednesday, October 2, 2024 from 8:00 a.m. to 8:00 p.m.

All in favour; none opposed.

Motion Carried.

c) War Memorial

a. Remembrance Day Planning – November 11, 2024.

The Mayor assigned the task of planning Remembrance Day Ceremonies to Robyn Hickey, Assistant Town Clerk. Robyn will work with the Mayor on details.

b. Permanent Memorial Garden

The Mayor shared an idea presented by Dave Parrott to establish a Memorial Garden in the center of the parking lot. Council agreed for Mr. Parrott to develop the concept and present Council with a plan and estimated costs.

d) Development Applications - None

7. Communications

Nothing to report.

8. Round Table

No additional items discussed.

9. Next Meeting

Regular Council Meeting, Wednesday, October 9, 2024, 7:00 pm.

10. Adjournment

Motion: #2024-09-11-625; Kevin McDonald, Roy Lewis.

To adjourn the meeting 9:25 pm

All in favour; none opposed.

Motion Carried.

Chaimi Nash
October 9, 2024