

**Town Council Meeting
Town Hall – 7:00 p.m.
November 13, 2024
MINUTES**

IN ATTENDANCE:

Elaine Nash, Brenda Young, Kevin McDonald, Doug Dean, Ian Goudie, Roy Lewis, Nina Goudie.

REGRETS

None

GUESTS

Theresa and David Butland

William Butler and Madonna Power (arrived approximately 8:40 p.m., explaining they were delayed in getting to the meeting on time.)

MEETING CHAIR

Elaine Nash

1. Call to Order

The meeting was called to order at 7:01 pm.

2. Adoption of Agenda

Motion #2024-11-13-639: Ian Goudie, Brenda Young.

To adopt the agenda for November 13, 2024.

All in favour; none opposed.

Motion Carried.

3. Adoption of Minutes

a) October 9, 2024

Motion #2024-11-13-640: Kevin McDonald, Doug Dean.

To adopt the minutes for the October 9th, 2024 meeting with updated wording to remove names of any businesses for the protection of privacy.

All in favour; none opposed.

Motion Carried.

b) October 23, 2024

Motion #2024-11-13-641: Brenda Young, Kevin McDonald.

To adopt the minutes for the October 23rd, 2024 meeting.

All in favour; none opposed.

Motion Carried.

4. Finance

a) Financial Report – September 2024

Motion #2024-11-13-642: Ian Goudie, Roy Lewis.

To adopt the Financial Report for the month ending September 30, 2024 as distributed.

All in favour; none opposed.

Motion Carried.

b) Financial Report – October 2024

Motion #2024-11-13-643: Ian Goudie, Kevin McDonald.

To adopt the Financial Report for the month ending October 31, 2024 as distributed.

All in favour; none opposed.

Motion Carried.

c) Approval of Invoice for 2023 Audited Financial Statements

Motion #2024-11-13-644: Kevin McDonald, Brenda Young.

To approve the payment of \$8,912.50 to Byron Smith Professional Corporation for audit services for the 2023 fiscal year.

All in favour; none opposed.

Motion Carried.

5. New Business

a) Reports

a. Policy and Procedures Committee: Nothing to report this month.

b. Infrastructure Committee

i. Septic System

1. Observations following Rain on October 23, 2024.

The rain events on October 23-24, 2024 and November 12-13, 2024 were discussed.

Brenda Young and Elaine Nash visited the site on October 24, 2024 at approximately 6:50 a.m. No water was observed to be on the neighbour's side of the retaining wall. The water came downhill along the edge of the Town Hall side of the retaining wall and continued across the pavement and in front of the Fire Hall. Kevin McDonald came by at approximately 9:00 a.m. and concurred with the Councillors' findings. The same was observed in the past couple of days.

The guests were asked for input. They agreed that no water was observed on their side of the retaining wall during the weather event. There is evidence of water from the spring on the Town Hall side of the retaining wall.

It was noted that surface water comes down the pavement from the back of the building and could be dangerous during the winter in case of freezing. Ambient temperature needs to be kept in mind when considering paving late in the Fall. It was agreed that no asphalt will be laid this year.

2. Email from Neighbour

Residents were reassured that no water ditch would be constructed inside the retraining wall. Council requested that the Town Clerk write a letter to the neighbours that, based on our observations on these days, we've come to a mutual agreement that no water ditch would be constructed on the neighbour's side of the retaining wall.

c. Recreation Trails Committee

i. 2025 RecNL Conference – Early Bird Registration

The RecNL Conference was discussed. Based on Nina and Anne's report on the conference in April 2024, it was agreed to be beneficial for the town to attend again in 2025. Topics include emergency preparedness, funding and older adult programming.

Motion #2024-11-13-645: Brenda Young, Kevin McDonald.

To register two seats for the Early Bird Registration for the RecNL Conference in Grand Falls-Windsor April 29 – May 1, 2025 at a cost of \$350.00 each.

All in favour; none opposed.

Motion Carried.

ii. Membership in Legendary Coasts

Anne Pratt, Vice Chair of the Trails Committee, recommended becoming a member of Legendary Coasts. It connects us to a broader resource of funding opportunities and assistance with planning and marketing our trails project.

Motion #2024-11-13-646: Brenda Young, Kevin McDonald.

That the Town (Recreation Trails Committee) become a member of the Legendary Coasts at a cost of \$150.00.

All in favour; none opposed.

Motion Carried.

iii. Letters of Support

The Clerk distributed letters of support received to date for the Salmonier River Trails Project. These letters will be included with the project registration documents that the Committee is currently working on to be submitted to the Department of Environment and Climate Change.

d. Fire Department Report

- The Fire Hall was cleaned up. All medical devices were placed in the new storage room on the ground level of the Town Hall. Council suggested we offer the equipment to residents on a sign-out basis, free of charge. The Clerk will do an inventory and include in the next Newsletter.
- Old reindeer decorations. Councillor Dean will consult with the Fire Department to use or donate.
- Old fire suits still in the hall. Councillor Dean will have the Fire Department keep three spares and donate the rest to Colinet Fire Department.
- SCBA units – In follow-up from last month's meeting, it was noted that we do not need to replace the SCBA units as the ones they have were not recalled.

The SCBA tanks (8) are due for Hydrostatic testing. K&D Pratt did them 3 years ago.

Clerk to follow-up about how much to replace versus testing, then circulate the results to Council for further direction.

Four (4) tanks that are coming to the end of their service life next year. Fire Chief to advise what month in 2025.

- GFI Composites quoted 1000 gallon underground water tanks for \$2,350 each. If multiple are purchased, the price would be \$2,000 per unit. To put in perspective, 1000 gallon tanks provide roughly 10 minutes of water. Ideally we should have 2000-3000 gallon tanks.

Council discussed and also noted that would have to get a permit from Transportation and Infrastructure to install any underground water tanks.

Nine Mile Road, Harricott Road and Walsh's Hill were some of the areas noted as needing a tank. It was agreed to defer the purchase to the Spring and look into funding options over the winter.

- Due to a power outage, there was an issue with the dispatch system - the system was not picking up incoming calls. The Fire Department learned that system had to be rebooted which resolved the issue. A new procedure has been implemented to prevent this from happening again.
Council thanked the Fire Department for their response to the fire in Mitchell's Brook on October 24, 2024 and complimented them on their expertise and professionalism during their response.
- The Fire Department tabled a mutual aid agreement between the Town and Colinet for their consideration. Council agreed to proceed. A meeting will be set up with Colinet to formerly sign the document.
- The Fire Department wish to purchase bunker gear bags for members. They are bags designed for bunker gear for volunteer fire fighters and cost approximately \$90 each.

Motion #2024-11-13-647: Roy Lewis, Kevin McDonald

That the Fire Department proceed with the purchase of bunker gear bags.

All in favour; none opposed.

Motion Carried.

- The Fire Department Christmas party is booked for December 14.
- Fire Department Incident Report
Council asked the Clerk to email the Fire Department to follow-up to confirm that there is insurance. If so, to advise the homeowner that there is a \$500 fee for responding to the fire.

The Town must bill the homeowner \$500 for responding to the fire.

e. Town Clerk Report

- Graduation at St. Catherine's Academy – The Clerk distributed an email from St. Catherine's Academy thanking the Town for use of the Hall for their graduation.

- Dumping by ERSB at the Marine Scrap Yard – The Clerk distributed an email response from ERSB acknowledging the dumping and that it will not happen again.
- Oil Cans in the Pit – The Clerk submitted an email to the Department of Transportation and Infrastructure advising them of the oil cans in the pit on Harricott Road.
- Letter to Garage from Fire Department – in progress
- FD First Aid Training – no charge for Hall rental
- Thank you's: Remembrance Day participants, Colinet re Hall rental, Spiritual Centre December 7th
- Industrial Washer/Dryer Combination approx. \$2,300.00. It cannot be used because the septic system was planned for the capacity of the Hall. The system is a hybrid based on the water and bathroom facilities in the building at the time.
- Donation to St. Catherine's Academy for the Davis Didham Memorial fundraiser

Motion #2024-11-13-648: Roy Lewis, Brenda Young

That the Town donates \$100 to the Davis Didham Memorial fundraiser at St. Catherine's Academy.

All in favour; none opposed.

Motion Carried.

- In follow-up to last month's report, on October 16, 2024, Jessica Roberts with Dispatch & Communications was advised that our Fire Department is not qualified to respond to medical emergencies.
- Colinet re Cell service in the area -they are writing to Sherry Gambin Walsh and Ken McDonald to ascertain how to move forward with having cell service improved. Looking for letters of support. Council agreed that our Town would be happy to collaborate on this effort.
- Wildlife Preparedness Funding – Council asked that the fund be reviewed for monies towards an underground water tank.

- Water Leaking from Dishwasher – Council directed the Clerk to ask Mr. Rooter to assess dishwasher during their service call next week.
- Permits Issued: Stephen O’Keefe, 196 Main Road North, Deck, 24’x10’

b) Community Garden Leadership

Two of three leaders of the Community Garden have resigned from the Committee. The remaining member is looking for clarity in terms of process and volunteer involvement moving forward.

Council discussed and agreed that in the New Year they will hold an open meeting for all community garden users to discuss what they need and how best to move forward. Council will also clarify accounting and hiring processes and why they are required.

c) Canada Post Request for Direct Deposit and Reminder About Snowclearing Responsibility

Council asked the Clerk to set up Direct Deposit.

d) Dumping on McDonald Drive due to small amount of usage, run electricity, risk of

Council suggested erecting No Dumping Sign(s) in that area.

e) Update re: Nomination Day, October 30, 2024

The Clerk advised Council that no nominations were received.

f) Control of access to Town Property and Assets

Councillor Lewis expressed concern about who has access to what on Town property. It was agreed that key holders should sign a terms-of-use for keys which must be signed by each keyholder. The Clerk will draft a policy to circulate.

g) NLGNB - Letter – Update Ian to Clarify and Report.

Councillor Goudie has been unable to connect with the organization yet and will provide an update at a later date.

h) Update on the Municipal Assessment Agency

This document was circulated to Council for their information, at the request of the Municipal Assessment Agency

i) Development Applications

- a. Ann Marie Drohan, 872A Main Road North, Mitchell’s Brook

Motion #2024-11-13-649: Roy Lewis, Kevin McDonald

To approve the permit for building of a residential house located at 872A Main Road North based on the application and supporting documents submitted.

All in favour; none opposed.

Motion Carried.

6. Communications

a. ERSB Survey, Fees for 2025

The Clerk advised Council of the responses received to date for Options 1 and 2 as to whether or not they chose to continue with bulk garbage collection.

ERSB is collecting numbers from each community in the area and will advise all towns of the results in the coming week. This is a clarification from what was originally thought (which was that it was by town).

7. Round Table

a) Application to the Capital Investment Plan

Motion #2024-11-13-650: Ian Goudie, Kevin McDonald

Moved that the Town Council of Mount Carmel-Mitchell's Brook-St. Catherine's approves application to the Capital Investment Plan for the Septic System Replacement Project with a total cost of \$64,651.36 (not including HST).

All in favour; none opposed.

Motion Carried.

b) Let's Light Up Event in St Mary's

Councillor Young read out a message from a private citizen that they would participate in the Let's Light Up St. Mary's for Christmas Event on December 14th.

c) Snowblower for the Town

Councillor McDonald suggested that the Town purchase a snow blower for the upcoming winter season. The topic was discussed. Some felt that a fair amount of shovelling would still be required. No decision was reached at this time.

d) Christmas Dinner for Town Council

A Christmas Dinner for Council members, the Town Clerk, the Clerk's Assistant and the Maintenance Worker (plus guests) will be held November 29, 2024 at the Wilds. Approximately 18 people.

e) Guests - William Butler and Madonna Power

It is noted that the guests interrupted Council several times and spoke among each other almost continuously while they waited for the meeting to end. They removed hat/coat and put them back on several times and were up and down from their seats to outdoors, bathroom and kitchen. They complained about having to wait until the end of the meeting to make a presentation.

The Clerk requested that the guests provide their names. Ms. Power advised that she was invited to the Council meeting. The Clerk advised Council that she called the previous week and requested a development application and the date of the next Council meeting. The Clerk advised her to let us know if she intended to attend the meeting.

Ms. Power advised that she was unable to complete a development application due to computer virus issues. Ms. Power stated that she is Hubert Dinn's daughter and is having the former Salmonier Retirement Home turned into a prison called the HMP Hubert Dinn Prison. Other amenities coming to the area include a garage, convenience store, liquor store, Costco, a hospital and the Supreme Court.

William Butler advised Council that his family wishes to purchase land in the town. The following answers were given in response to Mr. Butler's questions to Council:

- Who was Chair of the meeting: The Mayor explained that she is the Chair of the meeting. Mr. Butler asked who voted Mayor to be Chair. He was advised that Council voted her to be Chair. Mr. Butler asked for a list of Councillors. The Clerk will email these to Ms. Power.
- Addressing Council: Mr. Butler complained that Council would not listen to him when he spoke during the Council meeting. The Mayor tried to explain that while the public are welcome to attend Council meetings, they are not permitted to speak during the meeting. Mr. Butler interrupted continuously while the Mayor tried to inform him of this. The guests were informed they were welcome to speak at the end of the Council meeting. (Presentations from private citizens must be arranged ahead of time as outlined in Town policy).
- Water and Sewer: Mr. Butler was advised that the town does not have water and sewer; everyone is on their own well and septic system.
- Fire Department: Mr. Butler was advised there is a volunteer fire department. When he learned this, Mr. Butler stated that he would like to volunteer for the fire department.
- Waste Collection: Garbage is collected by ERSB every Monday.

Following their questions, the guests left at approximately 9:30 p.m.

8. Next Meeting

Regular Council Meeting, Wednesday, December 11, 2024, 7:00 pm.

9. Adjournment

Motion #2024-11-13-651: Kevin McDonald, Brenda Young

The meeting was adjourned at 9:34 pm

All in favour; none opposed.

Motion Carried.