

Council Meeting Minutes
January 11, 2021
Town Hall

IN ATTENDANCE:

Elaine Nash, Kevin McDonald, Doug Dean, Ian Goudie, Brenda Pike

REGRETS:

Rochelle Nolan, Meghan Dunphy, Brenda Young

MEETING CHAIR:

Elaine Nash, Mayor

CALL TO ORDER:

Meeting called to order at 7:02 p.m.

ADOPTION OF AGENDA:

Motion #2021-01-11-107: Ian Goudie; Doug Dean

Adopt the Agenda of January 11, 2021.

All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES:

Motion #2021-01-11-108: Kevin McDonald; Doug Dean

Adopt the minutes of the December 14, 2020 regular meeting.

All in favor; none opposed

Motion Carried

FINANCIAL REPORT:

Motion #2021-01-11-109: Ian Goudie; Kevin McDonald

Adopt the financial report for the month ending December 31, 2020.

All in favor; none opposed

Motion Carried

NEW BUSINESS:

a) Reports:

- 1) Policy and Procedures Committee: Nothing to report.
- 2) Infrastructure Committee: Nothing to report.
- 3) Town Clerk Report:

- Funds for the fire suits have been transferred from the Town's General Account to the Fire Department Account.
- Christopher Pratt has historical books to donate – Ian will contact Mr. Pratt to view the books and work out a plan for their storage/public viewing/etc.

- Spoke with Doug Jackman from NL Housing who advised they will pay poll taxes on properties they own in the town. There are two so we will add them to our tax payer list.
- Chocolates – Remaining chocolates will be delivered to the Parish for donation to the Gathering Place.
- Rubber chair protectors are available for \$3.29 at Building Supplies for pkg of 4 - \$411.25 plus tax (125 chairs)
- Frank Young is working with Eastern Health re the addition of an electrical outlet and data drop in the clinic.
- Decal for fire department door will be installed when the weather is suitable.
- Mutual Aid Agreement is missing Page 1. Once received from St. Joseph's, it will be re-typed and prepared for signing.
- Photocopier. Our present photocopier doesn't meet our needs:- can't copy anything other than 8.5 x 11; can't copy double-sided. Color would be great and probably more efficient in the long-term rather than having to send out mail-outs to Staples for printing. Brenda will obtain price quotes before next meeting.
- New fee structure is posted.
- Received playground equipment
- Bulk Garbage: Clerk to notify resident in Mitchell's Brook that bulk garbage needs to be removed from roadside as it will interfere with snow clearing by Dept. of TW.

Motion #2021-01-11-110: Kevin McDonald; Doug Dean

Purchase 600 rubber chair protectors (125 chairs) at a cost of approximately \$3.25 per set of four.

All in favor; none opposed

Motion Carried

4) Fire Department: Council reviewed three submissions with quotes for possible Emergency Response systems for the Fire Department.

Motion #2021-01-11-111: Kevin McDonald; Doug Dean

Approved purchase of Emergency Cell Phone Alert App System with annual fee, provided current quote is in line with February 2020 quote provided by Hi Tech Communications.

All in favor; none opposed.

Motion Carried

Mayor Nash advised that the \$25.00 gift cards presented to the Volunteer Fire Department members were paid from the Fire Department account.

Motion #2021-01-11-112: Kevin McDonald; Ian Goudie

Cover \$300 expense for Fire Department gift cards for 12 active members.

All in favor; none opposed

Motion Carried

b) Newsletter: The 2021 Newsletter was reviewed and the following changes noted:

- Remove "Non-Profit and Charitable Organization Business Tax: \$80.00." Under legislation, non-profit/charitable organizations are exempt from business tax if they provide verification of their status.
- Under Permit Structure, Greenhouse or Deck fees to be changed. Add "Other Outbuildings" to Garage or Shed"
- Under Town Plan, add "Deadline for input is January 31, 2021."
- Add the contact information for Gibbon's Ambulance.

- Minimum Business Tax: Change from \$230 to \$250.
- Under Fire Department, add that there will be a \$200 fee for false alarms, effective January 1, 2021.

Councillor Goudie inquired as to whether the Newsletter may be a means to solicit feedback from the community on proposed trails in the Town. It was decided Councillor Goudie will put together a brief compilation of possible trail areas with a request for input which will be included with the poll tax invoice mailout.

c) COVID Stimulus Program Grant: A formal letter of funding approval for the COVID Stimulus Program Grant has been received. Mayor Nash signed the acceptance letter which the Clerk will submit. Further discussion is deferred until the February meeting.

d) Non-Profit and Charitable Organization Business Tax: Mayor Nash advised there is a legislative provision excluding non-profit and charitable organizations from paying a poll tax, providing they can provide the applicable documentation verifying their status (Articles of Incorporation). Therefore, Council has recommended the removal of reference to Non-Profit and Charitable Organization Business Tax from the Tax Structure and Newsletter. The Clerk will amend the 2021 Fee Structure and Newsletter to reflect this.

PRIVILEGED MEETING:

Council entered into a Privileged Meeting at 8:30 p.m.
 Council resumed the regular meeting at 8:50 p.m.

Motion 2021-01-11-113: Doug Dean; Ian Goudie
 Council to write off \$1,275.00 in uncollectable poll tax.
 All in Favor; None Opposed

Motion Carried

Motion 2021-01-11-114: Kevin McDonald; Ian Goudie
 Town Clerk to proceed with action for credit recovery for delinquent accounts as per the “Accounts Receivable: Credit Recovery” form dated January 11, 2021.
 All in Favor; None Opposed

Motion Carried

NEXT MEETING:

The next meeting will be February 8, 2021 at 7:00 p.m.

ADJOURNMENT:

Motion 2021-01-11-115: Kevin McDonald; Doug Dean
 The meeting is adjourned.
 All in favor; none opposed.

Motion Carried

Meeting adjourned at 8:56 p.m.