

Council Meeting Minutes
August 9, 2021
Town Hall

IN ATTENDANCE:

Elaine Nash, Kevin McDonald, Doug Dean, Ian Goudie, Meghan Dunphy, Brenda Young, Brenda Pike

MEETING CHAIR:

Elaine Nash, Mayor

CALL TO ORDER:

Meeting called to order at 7:00 p.m.

ADOPTION OF AGENDA:

Motion #2021-08-09-151: Brenda Young; Meghan Dunphy

Adopt the Agenda of August 9, 2021, with an addition to New Business: Proposed Development at 222 Main Road.

All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES:

Motion #2021-08-09-152: Meghan Dunphy; Doug Dean

Adopt the Minutes of June 14, 2021

All in favor; none opposed

Motion Carried

FINANCES

Financial Report

Motion #2021-08-09-153: Meghan Dunphy; Ian Goudie

Adopt the Financial Report for the month ending June 30, 2021

All in favor; none opposed

Motion Carried

(Town Clerk brought to Council's attention a \$14.99 charge which was accidentally charged against the Town credit card through Amazon and advised there was a similar charge in July which would show on August's statement. The amount has been credited back to Council).

Motion #2021-08-09-154: Brenda Young; Kevin McDonald

Adopt the Financial Report for the month ending July 31, 2021

All in favor; none opposed

Motion Carried

GIC Reinvestment

Motion #2021-08-09-155: Meghan Dunphy; Ian Goudie

Reinvest GIC Investment #0005 (\$50,000) maturing July 19, 2021 for a 90-day period into a non-redeemable GIC at a rate of .51%.

All in favor; none opposed

Motion Carried

Motion #2021-08-09-156: Kevin McDonald; Brenda Young

Reinvest GIC Investment #007 (\$130,000) maturing August 11, 2021, for a one-year period into a Cashable GIC at a rate of .51%.

All in favor; none opposed

Motion Carried

NEW BUSINESS:

a) **Reports:**

1) Policy and Procedures Committee: Nothing to Report

2) Infrastructure Committee: Council discussed a proposal for new development at 222 Main Road.

Motion #2021-08-09-157: Ian Goudie; Brenda Young

Council approves the business plan as provided, conditional upon all other jurisdictional requirements being met.

All in favor; none opposed

Motion Carried

The Town Clerk will provide a copy of the draft Town Plan to the applicants to ensure they meet the requirements set out for future development.

3) Town Clerk Report:

- Community Garden fence is up and gates are in place. Fen Dek did a great job.
- Eastern Health Clinic has suspended blood collection in Mount Carmel and St. Mary's temporarily.
- There were three submissions for the Canada Day art contest so prizes were given to all three (\$25.00 Toys R Us Gift Cards): Victoria Nugent, Ethan Dean and Kendall Nash
- Received a complaint from a resident on Marrie's Road that there are several roaming dogs which prevent her and other residents from putting their dogs out on leashes.
- Had to place an emergency call to Squires Water Well Drilling Inc for a service call on the water pump downstairs. Pressure gauge had to be replaced. Total cost of \$301.36 (taxes incl). Thanks to Philomena and Kevin for looking after this.
- A business in the Town has been having issues with Eastern Waste. They haven't been picking up their garbage and when they do, they are only taking 6 bags, as per allowances for businesses. The business owner is wondering how to arrange for extra garbage pick-up as they often have more than six bags, especially if none is picked up the week before. Eastern Waste has contacted the office to see if we are charging this business an additional fee to cover extra garbage. Apparently, this week they didn't pick up any of her garbage. The Clerk has advised the business that they need to contact ERSB directly, which she assured her she has been doing. Council advised that there is presently no mechanism in place to pay additional fees for extra garbage pick-up. This can be reviewed after the municipal election in September.
- There has been a considerable increase in poll tax exemption requests this year.

4) Recreation Committee:

- Council has received feedback from the Community Survey. Priority for trail development was identified as follows: Hurley's Bridge, Harricott Point, Garden Trail, D'Iberville Trail and Old Road, in that order. There were also five community members who expressed an interest in sitting on the Recreation Committee. Council decided to wait until after the September election to form a new Recreation Committee.

- Work on the playground is ongoing. There have been delays due to the non-availability of peastone but the contractor is hopeful work will be completed soon. The Clerk will research cost of playhouses vs having one built due to time constraints, etc.

b) Election

The Municipal Election will be held on September 28, 2021.

Motion #2021-08-09-158: Kevin McDonald; Meghan Dunphy

Stacey Dean will be the Alternate Returning Officer for the 2021 Municipal Election.

All in favor; none opposed

Motion Carried

Motion #2021-08-09-159: Doug Dean; Meghan Dunphy

Nomination Day will be held on Tuesday, September 7, 2021 from 8:00 am to 8:00 pm at the Town Office.

All in favor; none opposed

Motion Carried

The Town Clerk will contact Geraldine Nolan to act as Polling Clerk for the 2021 municipal election, and will contact Elections NL to establish the pay for the polling clerk.

c) Rules of Procedure/Policy and Procedure of Employment

Motion #2021-08-09-160: Kevin McDonald; Ian Goudie

The following changes will be made to the Rules of Procedure:

Under heading "Notice":

3. "Notice for all meetings of council shall be by way of the Agenda, which shall be provided to all members of council before 5:00 pm on *Wednesday prior to each meeting* ...

15. "Any member of council, up until noon of the *Wednesday* prior to the council meeting ...

54. "Special committees of council *shall consist of at least one member of Council* and shall remain in effect only until the purpose for which they were set up has been accomplished....

All in favor; none opposed

Motion Carried

Motion #2021-08-09-161: Brenda Young; Meghan Dunphy

The following changes will be made to the Policy and Procedure of Employment:

Under Hours of Work, Section 1: "The work day will commence at 9:00 AM on Monday and Tuesday.

Wednesdays will include four hours of in-office work and four hours for banking and town errands.

Under Work Week, Section 1: "The regular work week shall consist of Monday, Tuesday and Wednesday for a total of 24 hours."

All in favor; none opposed

Motion Carried

d) Audit: Mayor Nash will draft a letter of response to MNP expressing concerns regarding the audit procedure. The Clerk will pay MNP's invoice of \$6,339.38 for the audit year 2020.

e) Parking Lot Extension: The parking lot extension that was approved under COVID Stimulus funding based on a donation of land for this purpose will have to be revised as this land is no longer available without cost to the Town. As Council is not in a position to purchase land for the parking lot extension, they will determine how additional parking space can be established for users of the Town Hall on existing town-owned property and seek bids for the completion of the work within the confines of the approved funding. The previous bids which were obtained on the premise that additional land was being donated will no longer be used.

f) **COVID Protocol for Re-opening:** The Town Office and Town Hall will no longer require masks for entry. The Town Hall will be available for event bookings; users are required to follow all government requirements at the time of their event/booking.

g) Canada Post Lease Renewal:

Motion #2021-08-09-162: Ian Goudie; Kevin McDonald

Council approves the Canada Post Lease Renewal for five years as submitted by email August 3, 2021.

All in favor; none opposed

Motion Carried

ROUND TABLE

a) The Town Clerk will make contact once again to get the required information to have Donald Bennett included on the memorial.

b) Infrastructure Committee will ensure pothole on Walsh's Hill is filled.

c) Council will post a notice on the trailer at Back River Bridge that the old road will be closed after Labor Day and all equipment/materials will have to be removed.

d) Councillor Dean has a sign for Nine Mile Road; just waiting on the Route # to be included.

e) The Clerk will look into having someone erect a post for the speed limit sign at the top of Walsh's Hill.

f) The Clerk will mail the letter drafted by Councillor Goudie regarding the Forestry Five Year Plan.

g) Mayor Nash brought forward concerns expressed by Mr. Gerald Dalton regarding the quote process for the projects under the COVID Stimulus program.

PRIVILEGED MEETING

Council entered into privileged meeting at 9:03 p.m.

Council resumed the regular meeting at 9:15 p.m.

Motion #2021-08-09-163: Kevin McDonald; Ian Goudie

Council wrote off \$690 in taxes for 2019, 2020 and 2021 for an individual who moved out of the Province in January 2019.

All in favor; none opposed

Motion Carried

ADJOURNMENT

Motion #2021-08-09-164: Brenda Young; Doug Dean

The meeting adjourned at 9:19 p.m.

All in favor; none opposed

Motion Carried