

Council Meeting Minutes
April 11, 2022
Town Hall

IN ATTENDANCE:

Elaine Nash, Kevin McDonald, F. David Power, Brenda Young, Brenda Pike, Stacey Dean

Regrets: Ian Goudie, Doug Dean, Ashley Byrne

MEETING CHAIR:

Elaine Nash, Mayor

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion #2022-04-11-309: Kevin McDonald; F. David Power

Adopt the Agenda of April 11, 2022, with the addition of Crown Land Application and Trailer by Back River Bridge added to Round Table.

All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES

Motion #2022-04-11-310: F. David Power; Brenda Young

Adopt the minutes of March 15, 2022.

All in favor; none opposed

Motion Carried

FINANCES:

Financial Report

Motion #2022-04-11-311: Brenda Young; Kevin McDonald

Adopt the financial report for the month ending March 31, 2022.

All in favor; none opposed

Motion Carried

NEW BUSINESS:

a) Reports

1) Policy and Procedures Committee:

i) Facebook page: The Facebook page has been edited to identify Stacey Dean as the Administrator and Brenda Pike as an Editor. Council also discussed content for the Facebook page, which should only include Town business or information the Town needs to relay to the public. Individuals/businesses requesting information posted to the Town Page will be directed to the St. Mary's Bay Buy and Sell site.

ii) The Acting Town Clerk presented Council with a written Terms and Conditions of Employment for the Town Clerk position. Councillors will review the document for approval at the May meeting. The Acting Town Clerk also suggested to Council that as a part of the review of the Terms and Conditions of Employment,

consideration be given to a Benefits package for the Town Clerk who will be working with the Town for five years at the end of 2022. Council also requested that the salary for the Town Clerk position be removed from the Terms and Conditions of Employment.

2) **Infrastructure Committee:** N/A

3) **Fire Department Report:** N/A

4) **Clerk Report:**

- Dishwasher: Thank you to Councillors Power and McDonald, Ms. Nolan and Mr. Young for getting the plumbing and electrical completed. Ms. Nolan will run the dishwasher tomorrow to ensure everything is working as it should.
- The Garden Account has been switched to a Business Savings Account. There will no longer be any fees or paper statements. An online banking account has been set up.
- Playground: The Acting Clerk spoke to Leo Squires. Crawley's could not get the part for their machinery so it is being made at a machinery shop. Mr. Squires doesn't foresee a long delay in getting the remainder of the pea stone. However, if it looks like it may take time, he will ensure the playground is levelled off so that the equipment can be put in place this Spring.
- The Acting Clerk submitted an application to Canada Post in the amount of \$20,000 for the purchase of a commercial play center for the playground.
- Under the Come Home Year Celebration grant, \$1,500 was allocated for the refinishing of the hardwood floor in the Town Hall. As Council has decided to forego the refinishing this year; alternate maintenance projects to improve the esthetics of Town property will be identified.
- The Five-Year Forestry Management Plan response has been forwarded to Council for their information. *There was discussion around some errors in the plan: areas that are not doing well were identified as doing well and vice versa. Mayor Nash advised there are no immediate plans for forest management work. Councillor Power wondered if and when forestry management work goes ahead in the area, there may be a way for the Town to capitalize on it (eg. Firewood cutting for locals)*
- Checked with Transportation and Infrastructure re the used digital speed signs. They are not interested in taking them. However, Construction Signs Ltd. will take them and repair them; hopefully, they will find someone who can use them.
- Poll, Business and Utility Tax Invoices will be mailed April 12.
- Councillor Byrne wishes to advise Council that she will be moving from the Town in the near future and will vacate her Council seat at that time. She is continuing work on the Child Care Initiative.

5) **Recreation Committee Report:** N/A

b) **GIC Reinvestment:**

Motion #2022-04-11-312: F. David Power; Kevin McDonald

Reinvest GIC #0008 (\$50,000) into a one-year cashable GIC at a rate of 1.62% on April 15, 2022.

All in favor; none opposed

Motion Carried

c) **Maintenance Position:**

Motion #2022-04-11-313: Brenda Young; Kevin McDonald

The hours for the Maintenance Worker will be reduced to 10 hours per week paid at a rate of \$16 per hour (\$320 bi-weekly) effective March 28, 2022. All duties will remain the same as stated in the original Position Description

with the exception that Clinic Cleaning will be removed. This reduction is a result of the loss of revenue from Eastern Health for the lease of the clinic space in the Town Hall, which is closing effective March 31, 2022.

All in Favor; None Opposed

Motion Carried

d) Streetlights:

The Acting Town Clerk received a request for a streetlight in front of Mr. Brian Dinn's driveway. There was a streetlight there previously which had been removed. Mr. Gordon Dinn, who requested the streetlight, noted that the area is very dark, which poses a risk based on the location. Council will review before the next meeting.

The Acting Clerk will contact NL Power and request an upgrade in the wattage from 100 to 150 when replacing LED streetlights in the future.

e) Gas Tax Audit:

The draft Gas Tax Audit and Invoice were presented to Council for approval. There was concern over the high cost (\$1,509.38) for this audit as there were no transactions on the gas tax audit during 2021. As well, it represented a significant increase from last year's payment. Council requested that the Clerk KIV this for later this year to obtain price quotes from other Auditors before the 2023 audit is due.

Motion #2022-04-11-314: Brenda Young; Kevin McDonald

Accept the Draft Annual Expenditure Report for Gas Tax for the Year ended December 31, 2021.

All in Favor; None Opposed

Motion Carried

Motion #2022-04-11-315: Kevin McDonald; Brenda Young

Approve the invoice from MNP in the amount of \$1,509.38 for the 2021 Annual Expenditure Report for Gas Tax

All in Favor; None Opposed

Motion Carried

f) Marrie's Road: Deferred until the return of Councillor Goudie.

g) Dept. of Transportation and Infrastructure (Roads):

Councillor McDonald expressed concern that the debris in the ditches in Mitchell's Brook was pushed there from the road by the Dept. of Transportation and Infrastructure after the last storm.

Mayor Nash advised that she had written MHA Sherry Gambin Walsh and Minister Loveless requesting an on-site tour of roads, guardrails and bridges in the Town. Specific areas of concern include Storm Gully Bridge, a lack of movement (despite numerous requests) on erecting a guardrail in Mitchell's Brook where the school bus turns around and the general neglect of the Town Roads which are hazardous for driving. If Mayor Nash doesn't hear back on her request over the next week, she will look at how to proceed further to encourage action on the Town's behalf.

h) Garbage Collection:

Councillor McDonald expressed concern that Eastern Waste are collecting recyclables and putting them in the compactor along with the garbage. There was general frustration that recyclables are going to a landfill with general garbage. The Clerk also advised that there have been complaints regarding lack of garbage pick-up and lack of consistency on Walsh's Hill and Nine-Mile Road. One resident has serious concerns on Walsh's Hill due to

the extreme rodent problem, which is exacerbated when garbage is not picked up. Some bulk garbage has been left behind as well; Mayor Nash explained that bulk garbage must be placed next to garbage containers to be picked up. Council directed the Acting Clerk to contact ERSB outlining their displeasure with the compaction of recyclables and their inclusion with landfill garbage, as well as the lack of consistency with their prescribed schedule for garbage collection.

i) Come Home Year Planning:

The Come Home Year Committee met last week to discuss possible options for the Town's Come Home Year Celebration in August of this year. Due to the lack of time, high cost and lack of availability of required supplies (tent/port-a-potties/etc.), as well as an abundance of other celebrations in the area, Council has decided to host an event in 2023. The event will celebrate Come Home Year and the Town's 50th Anniversary of incorporation. This will allow time for planning, fundraising and will also give people sufficient time to plan their holidays around the Town's events.

The Town decided to go ahead and plan a dance for August 2022 in the Town Hall for which tickets will be pre-sold. The Committee will meet next week to further discuss both events.

j) Municipal Assessment Agency:

Don Hearn and Mike Warr with the Municipal Assessment Agency met with several Councillors, the Clerk and Acting Clerk on March 16 to discuss introducing property tax in the Town. The Acting Clerk handed out copies of MAA's presentation to Councillors for their information and review before the May meeting. She advised that MAA are prepared to begin work as soon as they get approval from Council. In order to introduce property tax for 2023, Council will need to communicate their approval to MAA by June. They noted there is a charge of \$26 per parcel of property which Council would then include within the property tax.

MAA advised Council that if they choose to move forward with property tax, they will need to provide advance notice to property owners, which will minimize the surprise factor as MAA will need access to all properties in the Town. It was decided that individual letters would be mailed to all property owners prior to the introduction of these taxes before any action is taken.

Once a decision is made, the Finance Committee will meet to go through the documents provided, determine a mil rate, minimum property tax, etc. In the meantime, the Acting Clerk will email a copy of the presentation to those Councillors who were not present at the meeting.

k) Eastern Health:

The Acting Clerk will respond to Eastern Health's email referencing their need to access the clinic beyond their lease end date and include an invoice for an additional month.

6. PRIVILEGED

Council entered into a Privileged Meeting at 9:25 p.m.

Motion#2022-04-11-316: Brenda Young; Kevin McDonald

Council approves write-off's as per the Accounts Receivable Credit Recovery summary of April 11, 2022 for Taxpayers #1, 5, 10, 11, 12, 13, 14, 16, 17 and 18.

All in favor; none opposed

Motion Carried

7. ROUND TABLE

a) Crown Land Application: The Clerk will contact Crown Lands and request the deferral of Application E 159572 until Council has an opportunity to review this further. Council has concerns that this parcel of land is not Crown Land and is actually privately owned. Mayor Nash will investigate with family members of the historical landowners and possibly provide documentation to verify ownership of this property, which will then be provided to Crown Lands.

b) Trailer by Back River Bridge: Councillor Power requested background information on the situation where a trailer owner was asked to remove his camper from the Back River Bridge area. He was advised that the Town had advised the owner that this parcel of land was not available as it is frozen by Crown Lands. Additionally, the Dept. of TI own an area of this property as well and their plan was to barricade it from being used once construction was finished on the Back River Bridge.

8. NEXT MEETING

The next meeting will be held on Monday, May 9th at 7:00 p.m. at the Town Hall.

9. ADJOURNMENT

Motion #2022-04-11-317: Kevin McDonald; David Power

This meeting is adjourned.

All in favor; none opposed

Motion Carried

The meeting adjourned at 10:40 p.m.