

Council Meeting Minutes
July 11, 2022
Town Hall

IN ATTENDANCE:

F. David Power, Brenda Young, Doug Dean, Ian Goudie, Stacey Dean

REGRETS

Elaine Nash, Kevin McDonald, Ashley Byrne

MEETING CHAIR:

F. David Power, Councillor

CALL TO ORDER:

Meeting called to order at 7:06 p.m.

ADOPTION OF AGENDA:

Motion #2022-07-11-331: Ian Goudie; Brenda Young

Adopt the agenda of July 11, 2022 with the removal of "Recreation Presentation".

All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES

Motion #2022-07-11-332: Brenda Young; Doug Dean

Adopt the minutes of the June 13, 2022 meeting.

All in favor; none opposed

Motion Carried

FINANCES:

a) Monthly Financial Report:

Motion #2022-07-11-333: Doug Dean; Brenda Young

Adopt the financial report for the month ending June 30, 2022.

All in favor; none opposed

Motion Carried

Council deferred the business tax arrears to the next meeting.

The Town Clerk noted that the \$130,000 GIC is expiring August 11th. Renewal options will be provided at the next meeting.

NEW BUSINESS:

a) Reports

1) **Policy and Procedures Committee:** Nothing to report.

2) **Infrastructure Committee:** Nothing to report.

3) Recreation Trails Committee: The Committee Chair has contacted organizations such as RDA and ACOA and is gathering the final input to develop a request for proposal (RFP) to inform how the Committee will proceed. The Committee will bring this information to Council before moving forward. It was noted that members of the Committee feel strongly about having a Recreation Committee and the Town becoming members with Recreation NL, and it is something that Council should consider for the next budget. It was noted that funds for the Recreation Committee could be raised through fundraising efforts. Councillor Young noted that Sherry Gambin-Walsh had shared information regarding \$10,000 funding for community based healthy living. Councillor Young will try to locate the information and share it with Council. It was suggested that this funding could be applied to the recreation area and the CEEP could be used for another project.

4) Come Home Year Committee: The Committee will begin meeting in August to commence planning.

5) Fire Department Report: The Fire Department welcomed new member, Mark Gregory. The Fire Department is requesting a special meeting with Council to discuss a number of topics, including the water assessment report progress, SCBA maintenance, recruitment and training, and communications system. The Town Clerk will coordinate a date that works for both the Fire Department and Council.

6) Town Clerk Report: The Town Clerk noted that the office was kept busy with larger items this month, including the tax deadline, Canada Day event, daycare initiative, property tax implementation, asset management plan, and the audit.

There have been a number of permits issued lately. The Town Clerk requested for Councillors to notify the office if they notice anyone completing work without a permit displayed.

The Auditor provided the Clerk with a lengthy email detailing all of the information required. The Assistant Town Clerk helped to gather the information. The Auditor followed up with a shorter email of outstanding items which will be completed later this week.

A representative from the Department of Education came out to view the old clinic space to determine if it is suitable for a daycare. She noted that the space has potential, but there are requirements that need to be met, such as having a window and bathroom in each classroom, which would require renovation. She forwarded documents to Ashley for review. The documents will be reviewed and a floor plan drafted to show how Council intends to configure the daycare to meet the requirements.

A big “thank you” to Councillor Power and Volunteer Firefighters Brandon Dean and Eddie Pike for constructing the play house and spring riders for the playground. There are additional pieces to be added to the playground including the toddler house, dome climber, and sandbox. They will be added as we can get them assembled. The Town Clerks also intend to submit an application to the Community Healthy Living Fund for a see-saw.

There were six submissions for the Design a Sign contest. Three winners were awarded: Felicia Power, Emma Didham, and Ethan Dean.

\$750 funding was received for the Community Garden.

Councillor Ashley Byrne submitted her resignation today as she is in the process of moving out of the community. Council noted their appreciation to Ashley for her time served, as well as her assistance with the daycare initiative and they look forward to continuing to work with Ashley to see the project through to completion. Council will discuss bi-election dates at the next meeting.

b) Asset Management Plan: It was noted that the funding for Asset Management Plans is set to close on July 14th. If Council does not proceed with the funding application, they could miss out on the opportunity to have this covered before it becomes a government requirement. Councillor Power expressed concern regarding the quoted cost of the project given the Town's limited assets, as well as government imposing these requirements as a make work project for consultants.

Motion #2022-07-11-334: Brenda Young; Doug Dean

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program for the Asset Management Initiative: Asset Register, Asset Prioritization, and Strategy.

Be it therefore resolved that the Town of Mount Carmel-Mitchell's Brook-St. Catherine's commits to conducting the following activities in its proposed project submitted to the FCM's Municipal Asset Management Program to advance our asset management program:

Phase 1: Asset Register

Phase 2: Asset Prioritization

Phase 3: Capital and Operational Strategies and Policy

Be it further resolved the Town of Mount Carmel-Mitchell's Brook-St. Catherine's commits a maximum of \$4,380.00 plus project HST from its gas tax funds toward the costs of this initiative

All in favor; none opposed

Motion Carried

The Town Clerk was instructed to notify Tract Consulting that Council wishes to proceed with the funding application and to inquire whether the cost could be expected to be on the lower end of the scale based on the Town's limited asset inventory.

c) Town Plan: The Town Clerk read an email update from Anna Myers regarding the next stage of the Town Plan process and the options for a public hearing, to be further discussed at the next meeting. Council expressed interest in keeping it consistent with the last public hearing given the population is largely seniors who may not engage in a virtual/written process. A decision will be made at the next meeting. Councillor Goudie expressed concern about the final town plan submission and whether the comment regarding overlays was addressed. Council instructed the Town Clerk to contact Anna Myers and request the final documents for review prior to the next meeting.

d) MAA Agreement: Council reviewed the agreement provided by the Municipal Assessment Agency regarding property tax assessments.

Motion #2022-07-11-335: Brenda Young; Doug Dean

Accept the agreement with the Municipal Assessment Agency dated June 15, 2022.

In Favor: Brenda Young, Doug Dean, F. David Power

Opposed: Ian Goudie

Motion Carried

e) 50+ Hall Rental: The 50+ Club requested the option to rent the Town Hall for each event until they resume full time activities in 2023, noting their only two events for the remainder of the year are Halloween and New Year's Eve.

Motion #2022-07-11-336: Brenda Young; Ian Goudie

The 50+ Club can pay a rental fee of \$50 for events for the remainder of 2022.

All in favor; none opposed

Motion Carried

ROUND TABLE

Wendy Ennis contacted Council seeking information on the abandoned property across the road from her property. Council understands that Martin Power was the original owner of the property, but he is deceased. Council is unaware of the current ownership or plans for the property.

It was noted that the battery in the Town Hall AED is low. The Town Clerk was instructed to do some research to see what options are available for replacing the battery, preferably with a rechargeable battery pack, as it is an older model.

NEXT MEETING

The next meeting will be held on Monday, August 8th at 7:00 p.m. at the Town Hall.

ADJOURNMENT

Motion #2022-07-11-337: Doug Dean; Ian Goudie

This meeting is adjourned.

All in favor; none opposed

Motion Carried

The meeting adjourned at 8:54 p.m.