

Council Meeting Minutes
October 24, 2022
Town Hall

IN ATTENDANCE

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

REGRETS

Doug Dean, Ian Goudie

MEETING CHAIR

Elaine Nash

CALL TO ORDER

Meeting called to order at 7:04 p.m.

ADOPTION OF AGENDA

Motion # 2022-10-24-348: Kevin McDonald; Brenda Young

Adopt the agenda of October 24, 2022.

All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES

Motion # 2022-10-24-349: F. David Power; Kevin McDonald

Adopt the minutes of the September 12, 2022 meeting.

All in favor; none opposed

Motion Carried

FINANCES

a) Monthly Financial Report:

Motion # 2022-10-24-350: Brenda Young; F. David Power

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

All in favor; none opposed

Motion Carried

b) Business Tax Response: Council had previously contacted a business in arrears and advised them to bring their account into good standing by the end of the year. A response from the business was reviewed. Council instructed the Town Clerk to notify the business that payment in full must be made by December 31st or the business will be sent to collections.

Motion # 2022-10-24-351: F. David Power; Kevin McDonald

Business tax arrears must be paid in full by December 31st or the business will be sent to collections.

All in favor; none opposed

Motion Carried

NEW BUSINESS

a) Reports

1) Policy and Procedures Committee: The new Municipal Conduct Act came into effect on September 1, 2022. The legislation requires municipalities to establish codes of conduct for municipal officials, including one for councillors and one for staff, fire department personnel, and anyone acting on behalf of the municipality in an official capacity. The code of conduct templates were distributed at the last meeting.

Motion # 2022-10-24-352: Brenda Young; Kevin McDonald

Adopt the Code of Conduct for Councillors, effective October 24, 2022.

All in favor; none opposed

Motion Carried

Motion # 2022-10-24-353: F. David Power; Brenda Young

Adopt the Code of Conduct for Municipal Officials, effective October 24, 2022.

All in favor; none opposed

Motion Carried

It was noted that code of conduct training is required within three months of establishment.

2) Infrastructure Committee: Nothing to report.

3) Recreation Trails Committee: Mayor Nash distributed the request for proposals (RFP) for the destination trails system. It was noted that there is no cost to distribute an RFP and that funding will be sought for the project completion. It was also noted that Council has the final say.

Motion # 2022-10-24-354: F. David Power; Brenda Young

Approve the RFP for destination trails as presented by the Recreational Trails Committee.

All in favor; none opposed

Motion Carried

Mayor Nash emailed the Committee Chair to advise that the binder is at the office for pick-up.

4) Come Home Year Committee: Mayor Nash noted that the Committee will begin by January.

5) Finance Committee: The Committee met and set guidelines for research on mil rates and tax structures of surrounding towns. Research is ongoing. The Committee will meet to review the results.

6) Fire Department Report: Nothing to report.

7) Town Clerk Report: The Town Clerk reminded Councillors that the municipal training calendar for Fall 2022 was distributed by email. Councillor orientation training is mandatory. Councillors will follow-up with the Town Clerk for registration.

The Town received an email from the Federation of Canadian Municipalities (FCM) regarding the Town's application for funding for the Municipal Asset Management Program. FCM advised that the Town's application meets eligibility and is ready to proceed to the next step for review. Eligibility does not guarantee funding. A decision is expected within the next six weeks.

The Municipal Assessment Agency has completed the field assessments. Hopefully the assessment information will be received soon.

Through the field assessment process, the Town Clerk identified a taxpayer who owns vacant land outside of the boundary. The taxpayer had been paying since 2017.

Motion # 2022-10-24-355: Kevin McDonald; F. David Power
Refund taxpayer for 2017-2022 taxes, as well as permit fees.
All in favor; none opposed

Motion Carried

Council's request for a bi-election deferral has been approved by the Minister. The bi-election is deferred to November 21st. Nomination Day is Thursday, October 27th from 8am-8pm.
Council discussed the Remembrance Day ceremony and decided to keep events the same as previous years. Some participants are unavailable this year. Council made recommendations for alternates.

Councillor Goudie requested a temporary leave of absence as he visits with family outside of the country.

Motion # 2022-10-24-356: Brenda Young; F. David Power
Grant Councillor Goudie's request for a leave of absence until December 31st, or his return.
All in favor; none opposed

Motion Carried

Council reviewed the Site-Specific Safety Plan (SSSP) document for winter 2022-2023.

Motion # 2022-10-24-357: Kevin McDonald; Brenda Young
Approve the SSSP for winter 2022-2023.
All in favor; none opposed

Motion Carried

Council reviewed the federal gas tax application for the water reservoirs.

Motion # 2022-10-24-358: F. David Power; Kevin McDonald
Resolve that the Town of Mount Carmel-Mitchell's Brook-St. Catherine's submit its Capital Investment Plan application to the Department of Municipal and Provincial Affairs for Gas Tax Funding in the amount of \$4,590.00 for Water Reservoir Maintenance and Water Access for the Fire Department.
All in favor; none opposed

Motion Carried

Council reviewed the letter to Holden's Transport and approved with minor changes.

b) Budget 2023: Mayor Nash requested that Councillors forward budget suggestions to the office.

c) Town Plan: Discussion deferred to the next meeting to allow time to review Councillor Goudie's comments.

d) Childcare Initiative: The Town Clerk provided Council with a brief update on the childcare initiative. Council instructed the Town Clerk and Assistant Town Clerk to take the lead on the project going forward.

e) ERSB 2023 Fees and Contract: Council reviewed information provided by the Eastern Regional Service Board.

Motion # 2022-10-24-359: Kevin McDonald; F. David Power

Continue participation in the Southwest Avalon regional waste collection services with the Eastern Regional Service Board for 36 months from 2023-2026.

All in favor; none opposed

Motion Carried

f) Christmas Dinner: Council decided to have the annual Christmas dinner on Saturday, December 3rd. The Town Clerk was asked to contact The Wilds to inquire about availability. Council decided to host the Christmas with Santa event on December 11th or 18th, depending on Santa and Mrs. Claus' availability. The Town Clerk will check availability for each event and will update Council by email.

g) 50+ Card Game Fees: Council discussed a request from the 50+ Club to resume card games on Sunday nights with no rental fees, and to continue paying rental fees for each event for the foreseeable future as they rebuild their club. Council approved the request.

i) Septic System Run-Off: The Council Office received a call stating that surface water was running off of the septic system; however, the issue has since resolved.

ROUND TABLE

There were no round table discussions.

NEXT MEETING

The next meeting will be held on Monday, November 14th at 7:00 p.m. at the Town Hall.

ADJOURNMENT

Motion # 2022-10-24-360: Kevin McDonald; F. David Power

The meeting is adjourned

All in favor; none opposed

Motion Carried

The meeting adjourned at 9:22 p.m.