



## **Council Meeting Minutes August 22<sup>nd</sup>, 2021**

**Members Present:** Melissa Fitzgerald, Mayor Marie McDonald, Councillor  
Linda Moyles, Councillor Peter Burrige, Councillor  
Marilyn Dawe, Councillor

**Also Present:** Shelly Burrage, Town Clerk/Manager Zachary Mayo, Superintendent of Works  
Sammy Burrage, Assistant to the Superintendent of Works

**Meeting called to order at 7:00pm.**

### **Adoption of Agenda**

#### **Motion #2021-080**

#### **L. Moyles/M. McDonald**

Resolved to adopt the agenda. All in favour, motion carried.

Favour: 5; Opposed: 0; **Carried**

### **Adoption of Minutes**

#### **Motion #2021-081**

**M. Dawe/M.**

#### **McDonald**

Resolved that the minutes of the regular Council meeting held on July 22<sup>nd</sup>, 2021, be adopted.

Favour: 5; Opposed: 0; **Carried**

### **BUSINESS ARISING**

#### **Housekeeping**

- All known leaks are repaired.
- Due to low chlorine levels in Vitter's Cove a hydrant is kept open in cove to increase the chlorine levels.
- Oil change and greasing have been done on the backhoe.
- Repairs are being done on the screener.
- Material have been picked up for the new sand box. It will be constructed with 6x6 posts and old guardrail.
- Calcium is working on the roads.
- Bryant's Road, Brook Road and Beach Road have to be completed.

#### **Lift Station**

The wiring on the panel at the lift station is corroded. A quote was received from Xylem for \$15,469.46, not including installation. Council asked that 3 more quotes be obtained, including the cost of installation. Using gas tax funds for a new system was also discussed.

#### **Veteran's Memorial Community Center - Roof**

Letters were sent out to ECB, Rising Tide Construction and RJD Coates Construction for quotes on repairs to the roof and to install eaves trough over the compressors for the heat pumps. Only 1 quote was received from ECB on the eavestrough for \$1,380.00, tax included. Council requested that quotes be obtained from 3 more companies.

#### **Playground Building/Playground**

Discussion took place on turning the playground building into storage space for the dories. A garage door would have to be installed to make it easier to get items in and out of the building. It was asked if there would be a re-opening of the playground since the landscaping has been completed but there will not be one.

#### **Front Building Steps**

The soft spots in the front steps to the Veteran's Memorial Community Center have been repaired

and the steps have been painted. The posts have been ordered for the columns that are rusted.

### **Boat Shed**

Discussion took place about the boat shed. Once the old boats are removed and the building by the rink is ready for storage, there will be no use for this building and land. Council discussed having a survey of the land completed, ensuring that all property owned by the town is taken in and a right of way to the pond included. Once the survey has been completed, the land can be sold.

**1**

## **Council Meeting Minutes August 26<sup>th</sup>, 2021** **Page 2**

### **BUSINESS ARISING (CONT.)**

#### **Heritage Landing**

Discussion took place about the finalization of the landscaping project at the Heritage Landing. The boat display has been removed and the bricks are in the garage. The sods were received from Strainer's Mash that at first was not needed at the landing. Town staff did put the sods on Mr. Bill Learie's property that had been mistakenly cleared off. Some sods were used where the town had completed water repairs this year and there was damage to the grass. There was an issue with town staff placing sods on the landing after the Heritage New Perlican Committee first stated that they did not want sods but then changed their mind. By putting the sods there, they would be used and not rot. There has been no final decision on the boat display.

Councillor Moyles declared conflict of interest and left the meeting @ 7:45.

Discussion regarding an easement between the landing and the adjoining property at 35 Harbour Road. It was resolved to have an easement there of 13 feet for safety reasons.

#### **Motion #2021-082**

**M. Dawe/M.**

#### **McDonald**

Resolved that there be an easement of 13 feet between the Heritage Landing and 35 Harbour Road.

Favour: 4; Opposed: 0; **Carried**

Councillor Moyles returned to the meeting at 7:50pm.

Council asked to review the permit application with Zachary and Sammy before they left the meeting.

### **PERMITS**

**Butler, Joan - New Home Construction** -Joan Butler has applied to build a 12ft x 20ft home on her property located at 63 Vitter's Cove Road. The re is no problem with the application but the placement of the sewer would have to be investigated.

#### **Motion #2021-083**

**M.**

#### **McDonald/ M. Dawe**

Resolved to approve the above permit.

Favour: 5; Opposed: 0; **Carried**

### **Zachary and Sammy left the meeting at 7:55pm.**

### **COVID-19 Stimulus Program**

#### **Update/Invoices**

Council was informed that a request has been sent to the COVID - 19 Stimulus Program asking for the remainder of the 90%, \$41,442.33 to cover outstanding invoices.

#### **Veteran's Memorial Community Center - Heat Pump**

- Work has been completed and invoice submitted. Council resolved to pay this invoice out of the monies remaining in the general bank account that was sent for the project.

#### **Motion #2021-084**

**L.**

#### **Moyles/P. Burrige**

Resolved to pay True Comfort \$12,403.51 from the monies that have already been received for the project.

Favour: 5; Opposed: 0; **Carried**

### **D'Iberville Trail**

- Was waiting on repairs to brush cutter which has been completed.

### **Veteran's Memorial Community Center - Landscaping**

- Completed and invoice submitted. Have to wait for monies from the Government of Newfoundland and Labrador.

### **Swings and things Playground - Landscaping**

- Completed. Have to wait for monies from the Government of Newfoundland and Labrador. Council asked for the town clerk/manager to make sure that crushed stone is ok to use on a playground. The sods are placed up to the playground building but that should not be an issue. There was no ground cover put under the crushed stone but it had not been included on the request for quotes.

### **JCP**

Advertising for the positions is ongoing. There have been 2 names submitted.

2

## **Council Meeting Minutes August 26<sup>th</sup>, 2021 Page 3**

### **BUSINESS ARISING (CONT.)**

#### **2021 Municipal Elections**

**Pay for Election Officials** - Pay for the returning officer, poll clerk and alternate returning office was reviewed. It was decided to stay at the \$12.50 per hour that was decided at the last meeting.

#### **Poll Clerk**

Rosalind Critch has been appointed poll clerk for the 2021 Municipal Election.

### **NEW BUSINESS**

#### **Public Wharf**

##### **No Wake Zone**

There is a no wake zone sign on the public wharf but there is need for another closer to the mouth of the harbour. Council discussed the possibility of putting one on Bloody Point. This will be further examined in the spring.

##### **Splitting Tables**

There is a need for another 1 or 2 splitting tables on the public wharf. These will be constructed over the winter.

##### **Hoses**

The hoses that are placed there each year gets damaged. Council said to get a retractable hose reel in the spring.

##### **Canteen - Power Supply**

When the power was accidentally disconnected to the diesel pumps, it was also disconnected to the canteen. The power can be ran to the canteen from the public works building.

##### **Maintenance Workers - On Call**

There was a question about what happens if there is an emergency on the weekend and the maintenance worker that is on call cannot be reached. Usually, 1 or the other is around and personnel from either Heart's Content or Winterton can be called until the town's workers can get on site.

##### **Storage Space**

The issue of storage space for the different committees was discussed. The old wooden tables and chairs are in the baby barn behind the building. The downstairs kitchen needs to be reorganized and this room can be used for extra storage space.

##### **Modeline Longjohn - Heritage Student**

Modeline Longjohn has been working with the Heritage New Perlican for the summer as a social enterprise student, subsidized by Memorial University. She is also working on completing a website for the town at no cost. If the town wants to own the domain name, there will be a cost which she is investigating.

##### **Town Plan - Proposals**

A request for quotes was sent to 3 companies: Baird Planning Associates, Borealis Consulting, and Tract Consulting. Proposals were received from Baird Planning Associates and Tract Consulting. Council reviewed the proposals with the evaluation criteria. Baird Planning Associates scored 90/100 and Tract Consulting scored 95/100. It was resolved to award Tract Consulting the contract for the Municipal Town Plan Review.

**M. McDonald**

Resolved to award Tract Consulting the Municipal Plan Review for the Town of New Perlican.

Favour: 5; Opposed: 0; **Carried**

**Letter from Terry Peddle - Dogs**

A letter was received from Terry Peddle about incidents that occurred in Vitter's Cove with dogs being off leash. This is becoming a common occurrence in the town. Mr. Peddle asked that signs be erected around town, but this would be difficult to do. Letters will be sent to dog owners and/or the owners of the homes that they are staying at when these incidents are reported to the town office.

**Letter from SeaGlass B&B - 14-16 Harbour Road**

A letter was received from Michael LaDuke and Karen Smith asking for permission for a construction crew to use 14-16 Harbour Road while they complete repairs to their property at 18 Harbour Road. Council stated they have no issue with them using this piece of land during construction.

**Letter from Violet Warren - Request for Street Light**

A letter was sent from Violet Warren asking for the town to contact Newfoundland Power about installing a street light on the middle or bottom of Tory Road. Council asked that Newfoundland Power be contacted to install one in the area.

**Council Meeting Minutes August 26<sup>th</sup>, 2021 Page 4****FINANCE****Gas Tax**

Council has received a copy of the Ultimate Recipient Gas Tax Agreement Amendment for 2019-2024. The Town of New Perlican will be receiving \$32,102.00 in Gas Tax funding this year due to an increase announced in the 2021 federal budget. This amendment letter rescinds and replaces the original letter that was sent in June 2019. A resolution from Council accepting this amended amount and their intention to avail of this funding plus a signed letter is needed.

**Motion #2021-086****L.****Moyles/P. Burridge**

Resolved to accept the amended amount of \$32,102.00 in Gas Tax funding and to avail of these monies.

Favour: 5; Opposed: 0; **Carried**

**Payables**

The town clerk/manager circulated a breakdown of the current payables along with the bank balances. There is presently, approximately \$54,429.46 in the chequing account. There is a total of \$9,636.67 in outstanding invoices that are being presented for payment.

**Motion #2021-087****L.****Moyles/ M. McDonald**

Resolved to pay all outstanding invoices.

Favour: 5; Opposed: 0; **Carried**

**Cash Report**

A copy of the cash report for July was given to Council for review.

**Check Register**

A copy of the check register for July was given to Council for approval.

**Motion #2021-088****P.****Burridge/M. McDonald**

Resolved to approve the check register for June.

Favour: 5; Opposed: 0; **Carried**

**VISA**

A copy of the VISA statement for July/August was given to Council for review.

**COMMITTEES****New Perlican Weekend Committee - Dories**

A letter and pictures were tabled from the New Perlican Weekend Committee about damage that was done by town staff when the dories were moved into the boat house. Council stated that the dories will be placed in the building by the playground when it is ready, and they will only be moved by members of the New Perlican Weekend Committee.

**CORRESPONDENCE**

- **FASD NL - Proclamation - Fetal Alcohol Spectrum Disorder Awareness Week, September 6<sup>th</sup> - 10<sup>th</sup>, 2021**
- **Municipal Assessment Agency - Taxpayer Representative - Timothy Crosbie**
- **MNL- AGM - November 3<sup>rd</sup> - 6<sup>th</sup>, 2021, Corner Brook**
- **Premier's Forum - Call for Regional Nominations**

**Motion #2021-089**

**P.**

**Burridge**

Resolved to adjourn the meeting at 8:50pm.

Favour: 5; Opposed: 0; **Carried**

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Mayor

\_\_\_\_\_  
Town Clerk/Manager

\_\_\_\_\_  
Date