



# **Council Meeting Minutes October 27<sup>th</sup>, 2021**

**Members Present:** Derek Martin Mayor Rodney Critch, Deputy Mayor  
Susan Critch, Councillor Rick French, Councillor  
Linda Moyles, Councillor Ivy Piercey, Councillor  
Felix St. George, Councillor

**Also Present:** Shelly Burrage, Town Clerk/Manager

**Absent:** Zachary Mayo, Superintendent of Works

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

## **Adoption of Agenda**

### **Motion #2021-110**

**L. Moyles/S. Critch**

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

Favour: 7; Opposed: 0; **Carried**

## **Adoption of Minutes**

### **Motion #2021-111**

**French/I. Piercey**

There was an omission noted in the minutes of the Special Council Meeting, Swearing in of New Council, October 5<sup>th</sup>, 2021: under Councillor Training s/b to include Councillor Critch will also be attending.

Resolved that the minutes of the regular Council meeting held on September 23<sup>rd</sup> and the minutes of Special Council Meeting, Swearing in of New Council, October 5<sup>th</sup>, 2021, (with the above noted omission) be adopted.

Favour: 7; Opposed: 0; **Carried**

**R.**

## **BUSINESS ARISING**

As Zach was not at the meeting, a house keeping report was given to Council.

### **Housekeeping**

- Lift station is working with the computer bypassed.
- There is a problem with the pumps at the pump house. The pumps are not working at full horsepower and cannot get them to work manually. Council asked that Randy Tucker be contacted as he was the consultant on the project when they were installed.
- Culvert on Harbour Road is installed.
- Roads are being done with the screened millings of the old asphalt.
- Councillors will visit the pumphouse and water tank with Zach.
- Need to document when the agitator at the water tank is being checked.
- Speed bumps will be removed after October 31<sup>st</sup>, 2021.
- The roads have to be done with the old asphalt before it is sold to other people, especially from other communities.

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

At the meeting that was held on September 23<sup>rd</sup>, 2021, the terms of the loan for the town's 10% of the COVID-19 Stimulus Program had been reviewed. An approval to borrow had been submitted to the Department of Municipal and Provincial Affairs but the wording was wrong for the motion. Council reviewed the terms as 6 of them were not on the previous Council that had made the motion to borrow. The term and amortization for a loan with CIBC for \$8,372.19 are for 5 years at prime plus 1.5% which would be a monthly payment of \$139.54 plus interest initially at \$27.18 for a

total of \$166.72 monthly. Council resolved to borrow the money from CIBC under these terms. A request for an approval to borrow will be sent to the Department of Municipal and Provincial Affairs.

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**BUSINESS ARISING (CONT.)**

**COVID-19 Stimulus Program (Cont.)**

**Motion #2021-112**

**R.**

**French/I. Piercey**

Resolved that the town will borrow from CIBC their portion of the loan, \$8372.19 for the COVID-19 Stimulus Program, Project # 17-CSP-21-151 at a term and amortization of 5 years at prime plus 1.5% which would be a monthly payment of \$139.54 plus interest initially at \$27.18 for a total of \$166.72 monthly.

Favour: 7; Opposed: 0; Carried

**Letter from P. Burrige - Trail**

A letter was received from Mr. Peter Burrige regarding the D'Iberville Trail from New Perlican to the boundary with Heart's Content. He stated that he had recently walked it and the work that was to be done on it under the COVID-19 Stimulus Program was not completed. An email had been received to the town office stating that there was still 1.7km left to do and work had been delayed to the weather. The deadline was October 31<sup>st</sup>, 2021. When the work is completed, it will be inspected to see if it has been done as per the scope of work.

**JCP**

There are 4 eligible workers for the JCP, and the town was approved for 5. Nobody has applied for the fore person or carpenter position and time to get the project started is running out. Council asked that the Department of Immigration, Population Growth and Skills be contacted and asked if an ad for employment be ran until November 5<sup>th</sup>, 2021, and if no one applies by then, the project will be cancelled.

**Town Plan**

The first public consultation took place on Tuesday, October 27<sup>th</sup>, 2021. Eighteen people attended, including Anna Myers, Senior Planner, Tract Consulting, and members of Council. Rezoning and opening up of space for development seems to be the biggest issues.

**81B Harbour Road**

There have been no updates on this file.

**NEW BUSINESS**

**Hot Water Boiler**

The hot water boiler gave out on Thursday, October 21<sup>st</sup>, 2021. The boiler had been rented from Irving, but they do not rent out hot water boilers now. A quote was received from Irving of \$2,758.92 for a boiler which includes the removal of the old one and installation of the new one. The town office is waiting on 3 quotes to see how much it would cost to install the electrical needed for an electrical boiler.

**MNL - Pipeline Project**

Council was given information on the MNL - Pipeline Project. This is a project that is funded by MNL and College of the North Atlantic that would see a student work on a project that will be of no cost to the town. The town indicated an interest in the following projects: Website (re)development; Clean drinking water assessment and options; heritage NL - Heritage Tourism project; NL 911- Civic Addresses Project and Tourism Project.

**Site Specific Health and Safety Project**

The Site-Specific Health and Safety Plan for picking up salt and sand at the highways depot in Heart's Content has been updated for winter 2021/22. Council agreed to accept the Site-Specific Health and Safety Plan as presented to Council.

**Motion #2021-113**

**L.**

**Moyles/S. Critch**

Resolved that the Site-Specific Health and Safety Plan for winter 2021/22 be adopted as presented to Council.

Favour: 7; Opposed: 0; **Carried**

### **Councillor Items:**

#### **Employees**

Council was given information on wages, overtime, banked hours, and holidays of employees, and the calling in of employees and time sheets. The town clerk/manager was asked to investigate the liability of town staff working on town vehicles and said that maintenance staff is to use time sheets, with a breakdown of the days' work going forward.

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#### **NEW BUSINESS (CONT.)**

##### **Councillor Items (Cont.)**

##### **Remuneration**

Council resolved that in the 2022 budget, remuneration will be \$60.00 per meeting to a maximum of \$180.00 per quarter for all Councillors.

##### **Motion #2021-114**

**F. St.**

##### **George/S. Critch**

Resolved that in the 2022 budget, remuneration will be \$60.00 per meeting to a maximum of \$180.00 per quarter for all Councillors.

Favour: 6: Mayor Martin, Deputy Mayor Critch, Councillors Critch, French, Piercey and St. George

Opposed: Councillor Moyles

**Carried**

##### **Cleaning**

Council resolved that the cost for cleaning the downstairs of the Veteran's Memorial Community Center will be \$15.00 per hour to a maximum of 2 hours from May 1<sup>st</sup> to October 31<sup>st</sup> and from November 1<sup>st</sup> to April 30<sup>th</sup>, a maximum of 3 hours per week in the 2022 budget.

##### **Motion #2021-115**

**R.**

##### **French/ D. Martin**

Resolved that the cost for cleaning the downstairs of the Veteran's Memorial Community Center will be \$15.00 per hour to a maximum of 2 hours from May 1<sup>st</sup> to October 31<sup>st</sup> and from November 1<sup>st</sup> to April 30<sup>th</sup>, a maximum of 3 hours per week in the 2022 budget.

Favour: 7; Opposed: 0; **Carried**

##### **Snow Clearing**

Council asked that the town clerk/manager check with other towns to see what the process is to contract out snow clearing.

##### **Trailer Park - Re-Zone**

This was discussed at the town plan consultation. If a town opens a trailer park and there is an application approved by the town after for another one, the town would have close theirs because they cannot be in competition with a non- Council entity as per section 221 of the Municipalities Act 1999. An area can be re-zoned for this purpose.

##### **Policies**

There is a policy binder in the town office.

##### **Projects**

The possibility of applying to have work done on the lift station and chlorine system under the Municipal Capital Works program was discussed. There are also leaks in the bar area of the Veteran's Memorial Community Center. There are shingles that need to be gummed.

##### **Committees**

Discussion about setting up Finance, Infrastructure (Public Works) and Planning Committees was discussed. It was decided to defer this until after Christmas.

## **Website**

This was started by Modeline Longjohn, Social Enterprise Student that worked with Heritage New Perlican this summer. The website was started on a free domain. Council asked that the price for doing a website be investigated.

## **Financial**

Council reviewed the banking as it pertains to deposits and how the gas for the trip to Carbonear is paid and uses the calculations per kilometre which equals \$20.00 per trip. The town clerk/manager stated that out of 35 trips, she used the town VISA 8 times. Council asked how much was made from the asphalt mix that was sold, and there was \$740.00 billed out so far. There were also questions about the VISA receipts, which are attached to each statement, 2020 Financial Statements, which have not been received and the Gas Tax Funding, with all agreements have been signed. The town is using Gas Tax Funds to pay for the town plan revisions.

## **MIL Rate - Decrease**

Council reviewed the information about the increase in the mil rate from 7 to 7.5 mil in the 2021 budget and the reasoning for it. They also reviewed information on how taxpayer's accounts were affected by this decision. This will be reviewed further when the budget preparation begins.

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## **FINANCE**

### **Payables**

The town clerk/manager circulated a breakdown of the current payables along with the bank balances. There is presently, approximately \$15,853.18 in the chequing account. There is a total of \$7,365.10 in outstanding invoices that are being presented for payment.

#### **Motion #2021-116**

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#### **L. Moyles/ I. Piercey**

Resolved to pay all outstanding invoices.

Favour: 7; Opposed: 0; **Carried**

### **Cash Report**

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

### **Check Register**

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

#### **Motion #2021-117**

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#### **Critch/R. French**

Resolved to approve the check register for September.

Favour: 7; Opposed: 0; **Carried**

**S.**

### **VISA Statements**

A copy of the VISA statements for August/ September and September/August was given to Council for review.

### **2021 Budget**

A copy of the 2021 budget was given to Council for their review.

### **Budget Variance Report**

A copy of the Budget Variance Report to the end of September was given to Council for their review.

## **COMMITTEES**

### **Council Representatives**

The various committees of the town require a Council representative who brings concerns to Council on behalf of the committee:

- Heritage New Perlican – Councillor Susan Critch
- New Perlican Recreation Committee – Councillor Ivy Piercey
- New Perlican Senior's Gym – Councillor Rick French
- New Perlican Weekend Committee – Deputy Mayor Rodney Critch

**Heritage New Perlican - Easement Letter**

A letter was tabled from the Heritage New Perlican Committee concerning the 13-foot easement that was given to Linda Moyles and the lack of a letter from the town when this was passed in August. Council asked that a letter be sent to the committee apologizing for the oversight and that the easement was granted to for safety reasons, i.e., allow access in case of fire.

**Heritage New Perlican - Minutes**

A copy of the August 30<sup>th</sup>, 2021, minutes was received from Heritage New Perlican.

**New Perlican Gym Committee**

- **Municipal Assessment Agency - Call for Nominations**

**Motion #2021-118**

**S.**

**Critch**

Resolved to adjourn the meeting at 9:55pm.

Favour: 7; Opposed: 0; **Carried**

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Mayor

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

\_\_\_\_\_  
Date