Council Meeting Minutes November 29th, 2022

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

Also Present: Shelly Burrage, Town Clerk/Manager; Sammy Burrage, Assistant to Superintendent

Meeting called to order at 7:00pm.

Adoption of Agenda

Motion #2022-119 — **L. Moyles/S. Critch**

Resolved to adopt the agenda.
Favour: 7; Opposed: 0; **Carried**

Adoption of Minutes

Motion #2022-120 — **I. Piercey/R. French**

Resolved that the minutes of the regular Council meeting that was held on October 25th, 2022, be adopted.
Favour: 7; Opposed: 0; **Carried**

BUSINESS ARISING

Housekeeping

- There is a curb stop leak on Scott's Hill.
- The screen is still not working in the pumphouse.
- Terry is researching the prices for the parts for the agitator.
- Inspection completed on the blue truck. U joint, seal on the front and brake pads were replaced. New tires will be needed in a couple of months.
- The red truck has been undercoated.
- The pump for the lift station has been dropped off to RPM in Carbonear for an estimate on repairs.
- Sammy passed his water certification course.
- The possibility of a third pump for the pumphouse to be used as a back-up and a 3rd 3 phase pump in case 1 of the main pumps give out was discussed.

Gas Tax Projects

Chlorine:

The contractor is still waiting on a part to do the chlorine system.

Lift Station

Bids were opened on November 10th with Mayor Critch and the town clerk/manager. The following bids were received (all including HST):

- Budgell's Equipment - $122,100.00
- H and R Enterprises - $135,412.50
- Rodco Mechanical - $127,275.92
- Western Pumps - $111,046.92

Randy Tucker, Borealis Consulting reviewed the bids and recommended that the town accept the bid of $111,046.92 from Western Pumps.

Motion #2022-121 — **D. Martin/ R. French**

Resolved that the bid of $111,046.92 (HST included) from Western Pumps be accepted for the rebuild of the lift station.
Favour: 7; Opposed: 0; **Carried**

BUISNESS ARISING(CONT.)

Gas Tax Projects (cont.)

Randy Tucker, Borealis, Consulting joined the meeting by speakerphone at 7:40pm.

Council asked to speak with Mr. Tucker regarding the change in price for the lift station that was received after the bids closed. It was recommended that the town use oilless pumps as opposed to oiled. They are less maintenance and used by towns all over the province. At first, it was thought that the price would increase by $10,000.00 plus HST but that has changed to $2,300.00 plus HST.

Mr. Tucker left the meeting at 7:45pm.

After reviewing the information, council resolved to approve the change order that will see the cost of the re-built lift station to increase by $2,000.00 plus HST. The new contract price will be $113,046.92.

Motion #2022-122 **R. French/D. Martin**

Resolved to approve the change order for oilless pumps for the rebuild of the lift station that will see contract increase by $2,000.00 plus HST. The new contract price is $113,046.92 plus HST.

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

254 Main Road

Discussion took place regarding snow clearing for 254 Main Road. A survey for the area was reviewed by Council. It is not certain if the town ever did snow clearing to 254 Main Road. Maintenance staff and members of Council will visit the area to see if it is wide enough for the snow clearing equipment. It is also unknown if the access to 254 Main Road was ever considered a right of way.

Time Sheets

Council reviewed the time sheets for the employees for the period October 22nd, 2022, to November 23rd, 2022.

Sammy left the meeting at 8:30pm.

Public Wharf

Kerry Hann, TriNav, was contacted to do an appraisal on the public wharf but they can only do a structural engineering analysis. He referred the town office to Turner Drake, but they are unable to do the appraisal due to their workload. Kerry Hann will be contacted for a quote for a structural engineering analysis.

21-23 Scott's Hill

The file is being reviewed by Jonathan Dale, lawyer with Stewart McKelvey.

NEW BUSINESS

Confidentiality

Discussion took place about members of Council being told by other people, not on Council, of what a Councillor said in a public Council meeting. The importance of not discussing what is said in a Council meeting was stressed to Council. The town clerk/manager reminded Council that meetings are open to the public and if anyone is there, they can leave the meeting and discuss what they heard but Councillors are held to a higher standard as they are expected not to discuss what happened in the meeting. Council also discussed a recent Facebook post on the Town of New Perlican's page regarding Bonfire Night. There were a lot of negative comments on the post about individuals but there were no names. This is the first time that there has been a problem with a post on the Facebook page. It is recommended that commenting be turned off for Facebook post but the town clerk/manager stated that she allows commenting so she can monitor the post and comments.

Disclosure Statements

Council was given disclosure statements to fill out and return to the town office.

Vacant Water and Sewer Tax – Lot Size

The conditions for charging the vacant water and sewer tax were reviewed. Previously, it was charged if a lot was 50ft x 100ft but there is no minimum lot size in the Municipal Town Plan, there are setbacks. Lots will be charged the vacant water and sewer tax if it meets the following setbacks: Building Line – 3 meters (9.8ft), Side Yard Width – 2 meters (6.6ft) and Rear Yard Depth – 4 meters (13.1ft). The property owner would have to provide the town office proof that their property does not meet the requirements.

NEW BUSINESS(CONT.)

Vacant Water and Sewer Tax – Lot Size (Cont.)

Motion #2022-123 **D. Martin/L. Moyles**

Resolved that lots will be charged the vacant water and sewer tax if it meets the following setbacks: Building Line – 3 meters (9.8ft), Side Yard Width – 2 meters (6.6ft) and Rear Yard Depth – 4 meters (13.1ft). The property owner would have to provide the town office proof that their property does not meet the requirements.

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

General Repairs – Fencing

Presently there are no requirements for a fencing permit in the town when someone builds a fence. Council resolved that if anyone wants to build or fix a fence, they will have to purchase a General Repairs Permit. When a general repairs permit is requested for a fence, maintenance staff will visit the area to ensure it is the proper distance from the road.

Motion #2022-124 **S. Critch/R. French**

Resolved that a General Repairs Permit will be needed to build or fix a fence.

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

Asset Management – Funding Decision

A letter was tabled from the Federation of Canadian Municipalities informing Council that they have been approved for a grant up to $23,465.00 for the next phase of the Municipal Asset Management Program. The town's cost will be $2,607.00.

Eastern Waste – Holiday Schedule

Council reviewed information that was received from the Eastern Regional Services Board outlining the garbage collection schedule for Christmas and the new pick-up day for 2023. The collection for Monday, December 26th is moved back to Friday, December 23rd. The next collection will be Friday, January 6th. They will allow 12 bags of garbage since it will be 2 weeks between garbage collections. In 2023, garbage will be collected on Fridays and there are 2 bulk garbage pick-ups for 2023, April 28th and October 6th.

Wind Projects

An email from Wind Land Nominations, a division of the Department of Industry, Energy and Trade asking Council to consider 2 questions. The first question was on a scale from 0 to 10 with 10 being very likely. how likely are they to support further consideration of wind development in your area. The second question was what the primary reason for your score is. Council asked that a reply be sent back with 10 as the answer for the first question and their reasoning is that there is a lot of wind, and it is a good, clean energy source.

Civic Numbers

The town office was asked about the civic number posted on the trailer on 35 Tory Road. Civic numbers are allowed to be posted.

FINANCE

Salaries

Town Clerk/Manager left the meeting at 9:00pm.

Meeting declared privileged at 9:00pm.

Meeting re-opened at 9:02pm.

Town Clerk/Manager returned at 9:02.

The following motion was brought to the public meeting:

Motion #2022-125 **L. Moyles/ F. St. George**

Resolved that the town clerk/manager, superintendent of works and the assistant to the superintendent to receive a raise of $0.50 per hour effective January 1st, 2023.

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

2023 Tax Structure

Council reviewed the 2023 Tax Structure. It was resolved to adopt the 2023 Tax Structure as presented (attached).

Motion #2022-126 **R. French/D. Martin**

Resolved to adopt the 2023 Tax Structure as presented.

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

2023 Budget

Council reviewed the 2023 budget. The budget for 2023 is $346,380.90.

Motion #2022-127 **L. Moyles/S. Critch**

Resolved to adopt the 2023 Budget as presented.

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

FINANCE(CONT.)

Tract Invoice

An invoice was received from Tract Consulting for $4,062.11 towards work on the Municipal Town Plan. Council resolved to pay this invoice.

Motion #2022-128 **D. Martin/I. Piercey**

Resolved to pay Tract Consulting invoice of $4,062.11 for work on the Municipal Town Plan.

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

Payables

Council resolved to pay the invoices as presented.

Motion #2022-129 **I. Piercey/ R. French**

Resolved to pay all outstanding invoices.

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

Cash Report

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

Check Register

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

Motion #2022-130 **L. Moyles/S. Critch**

Resolved to approve the check register for October.

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

Visa Statement

A copy of the Visa statements for October/November was given to Council for review.

COMMITTEES

New Perlican Recreation – Donation

Council resolved to donate $500.00 to New Perlican Recreation Committee to help with the expenses of Jingles Around the Bay and the Santa Claus Parade.

Motion #2022-131 **D. Martin /S. Critch**

Resolved to donate $500.00 to New Perlican Recreation Committee to help with the expenses of Jingles Around the Bay and the Santa Claus Parade.

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

CORRESPONDENCE

Municipal Assessment Agency - Update

Motion #2022-132 **R. Critch/F. St. George**

Resolved to adjourn the meeting at 9:20pm.

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

_____ _____

Mayor Town Clerk/Manager

_____

Date