

7th Meeting of the 16th Baie Verte Town Council

Date: December 13, 2017th, 2017



The 7th Meeting of the 16th Baie Verte Town Council held December 13, 2017 was called to order at 7:42 pm by Mayor Brandon Philpott.

Present: Mayor Brandon Philpott
Deputy Mayor Scott Furey
Clr. Ryan White
Clr. Chris Howell (Arrived 7.53pm)
Clr. Shawn Russell
Clr. Rex Bowers
Clr. Jessica Peckham

Staff: B. Peach
C. Caines
D. Giles

1. Moved by Clr Russell, seconded by DM Furey that the agenda of the 7th Meeting of the 16th Town Council be adopted as presented.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers

2. Moved by Clr Bowers, seconded by DM Furey that the minutes of the 6th Meeting of the 16th Town Council held November 23, 2017 be adopted as presented.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers

Adoption or Amendments
Business Arising from Minutes
Delegations or Visitors

There were no adoptions or amendments put forth.
There was no business arising from the minutes.
There were no delegations or visitors.

Correspondence

Municipal Affairs and Environment

Re: Amendment 24

3. Moved by Clr Bowers, seconded by Clr White that meeting be declared privileged at 7:45pm.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers,

4. Moved Clr Bowers, seconded by Clr White that meeting be declared regular at 7:50pm.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers,

Resident

Re: Parked Car

Professional Municipal Administrators

Re: Training

Note: Financial Officer/Town Clerk and Financial Clerk should attend the PMA Core Module training sessions in the new year or as schedules permit.

Note: Clr Howell arrived at 7:53pm

Copper Ridge Academy

Re: Hockeytown

5. Moved by Clr White, seconded by DM furey to sponsor sessions as requested.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

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Note: It is felt that this would equally support the regional resources in our community two of which include the schools and stadium.

The Old Salt Box

Re: New Commercial Residential Development

White Bay Rod and Gun Club

Re: Land Sponsorship

Note: This is a regional resource and while Baie Verte must not incur all costs, it is essential that the Town is seen as supporting the regionalization of the peninsula.

6. Moved by Clr White, seconded by DM Furey to support and fund the \$2990 amount requested where the funds are expected to be returned within 2 years predicated on membership fees.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Municipal Affairs and Environment

Re: CEEP Increase

Community Foundation NL

Re: Mental Health Initiatives for Youth

Note: Request for support was granted.

MNL Ballot vote

Note: Profiles of candidates should have been provided earlier. It was recommended that this message be passed along to the group in question via the CAO.

Staff Report

2017 Budget: \$1,737,831.00 2017

2017 Operations Inc. YTD \$1,978,783.42

2017 Operations Exp. YTD \$1,828,653.07

Scotiabank Account Balance: \$597,222.523

Note: Mayor asked if the Town acquired a surplus for 2017. Books not completed yet, so it may be possible but it is inconclusive at this time.

Note: Emphasis was placed on getting the reconciliations done sooner than later (hopefully no later than end of January). Permissions on accounts remain outstanding, but should be resolved soon.

Finance and Policy

1.1 Mayor Cell Phone

7. Moved by Clr Russell, seconded by Clr White to require Mayor to have a Town cellphone or provide own phone and accept a \$60/month cellphone allowance in lieu of a Town cellphone. Allowance to be retroactive to September 14th, 2017.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

1.2 CAO Cell Phone

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8. Moved by Clr Russell, seconded by Clr White to require the CAO to have a Town cellphone or to provide own phone and accept a \$60/month cellphone allowance in lieu of a Town cellphone. Allowance to be retroactive to March 3rd, 2017.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

1.3 Employee Contract

9. Moved by Clr White, seconded by DM Furey that meeting be declared privileged at 8:45 p.m.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

10. Moved by Clr Russell, seconded by Clr White that meeting be declared regular at 9:10 p.m.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

11. Moved by Clr White, seconded by DM Furey to offer contract to employee as adopted.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

1.4 Capacity Building Training

12. Moved by DM Furey, seconded by Clr Howell to submit a Community Capacity Building application to the Department of Tourism, Culture, Industry, and Innovation Culture for governance, strategic planning, and risk management training for the Town Council and Management.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

1.5 Councillor Remuneration

13. Moved by Clr White, seconded by Clr Peckham to change the quarterly Councillor remuneration for 2018 to \$1000 for the Mayor, \$800 for the Deputy Mayor, and \$600 for all other Councillors.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Recreation and Community Services

2.1 Community Healthy Living Fund

14. Moved by DM Furey, seconded by Clr Bowers to submit a 2018 Community Healthy Living Fund application for the following projects:

- Equipment: Basketball Nets at Tennis Court
- Small Infrastructure: Softball Field and Tennis Court Fencing
- Capacity Building: Regional Recreation Director

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

15. Moved by Clr Howell, seconded by Clr Peckham to declare the meeting privileged at 9:30 P.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

16. Moved by Clr White, seconded by DM Furey to declare the meeting regular at 9:45 P.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell



17. Moved by Clr Bowers, seconded by Clr White to extend the meeting by one hour at 9:45 P.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

2.2 Stadium Room Usage

18. Moved by DM Furey, seconded by Clr Peckham that communications occur to all impacted groups indicating procedural changes at the stadium such that all equipment must be transported to and from the location, and not left in the rooms due to cleaning problems. The Town must equally communicate that the Town believes that some equipment has truly been abandoned. This equipment would be placed in a lost and found bin, with an accompanying listing of equipment. This equipment would be donated if not claimed or adopted via other players at the end of the season.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Note: Issues were raised respecting how the fees are collected at the Marina. It was suggested that this be looked into and centralized if possible.

19. Moved by Clr Bowers, seconded by Clr white The the town obtain a winter JCP for the Marina in order to build cribbing with a Town contribution not to exceed \$5000.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Planning and Development

3.1 Commercial Residential Development – Discretionary Use

20. Moved by Clr White seconded by Clr Peckham to issue a discretionary use public notice for a commercial residential development as per the attached request.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

3.2 Minister Letter Re: Hospital Land

21. Moved by Clr Peckham, seconded by Clr Howell to write a letter to the Minister of Transportation and Works requesting that the Department convey the hospital land along Highway 410 to the Town of Baie Verte.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

3.3 Municipal Enforcement

22. Moved by Clr White, seconded by Clr Russell to appoint the CAO under section 179(1) of the Municipalities Act as the Town's Municipal Enforcement Officer.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

23. Moved by Clr White seconded by Clr Russell to seek an agreement under section 180(b) of the Municipalities Act for the RCMP detachment to perform the duties of a Municipal Enforcement Officer.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

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3.4 Business Stop Order

24. Moved by Clr Russell, seconded by Clr Peckham that meeting be declared privileged at 10:00 p.m.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

25. Moved by DM Furey, seconded by Clr White that meeting be declared regular at 10:15 p.m.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

26. Moved by Clr White, seconded by Clr Peckham that letter be issued as submitted.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

3.5 Municipalities Act – Council Orders Delegation of Authority

27. Moved by Clr White, seconded by DM Furey to delegate council authority to the CAO under section 404(6) of the Municipalities Act to issue all orders as per section 404 and its subsections on behalf of council.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Public Works

4.1 Salt and Sand Safety Plan

28. Moved by Clr Bowers, seconded by Clr Howell to approve the attached 2018 Salt and Sand Safety Plan.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

4.2 Crosswalk for Copper Ridge Academy

29. Moved by Clr Russell, seconded by Clr Howell to write a letter to the Minister of Education and the Minister of Transportation and Works to have a crosswalk installed along Highway 410 for Copper Ridge Academy student and faculty crossing.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

4.3 MMSB Community Waste Diversion Fund

30. Moved by Clr Howell, seconded by Clr White to submit an application to the Community Waste Diversion Fund for sorted waste receptacles for Town parks, fields, and buildings.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

4.4 Minister Letter Re: Municipal Capital Works Reprofileing

31. Moved by Clr White, seconded by Clr Peckham to reprofile the remaining \$95,000 from project 17-MCW-16-00028 and claim it for the Terra Nova Road project.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

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32. Moved by Clr White, seconded by Clr Howell that the Town contact the department of environment regarding the concerns of contaminated land remaining from the Irving tank storage areas on Water Street and Highway 410. The Town recommends that this situation be addressed and rectified.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Note: Information was put forth that a study had been done on the above locations, and deemed contaminated. It was recommended that the CAO follow up on this.

Committee Reports

The Financial committee deemed it a good idea to move this report/review to the end of the meeting. See in last section immediately prior to remarks.

33. Moved by Clr White, seconded by Clr Russell to extend the meeting by 45 minutes at 10:30 P.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Recreation and Community Services

Nothing to submit at this point.

Clr. Howell and Clr. Peckham

Planning and Development

Clr. Russell and Clr. White

1.1 Affordable Housing Committee

34. Moved by Clr Russell seconded by Clr white to establish an Affordable Housing Committee with citizen members. Council representative to be selected at a later date.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

1.2 Community Garden Committee

35. Moved by Clr Russell, seconded by Clr White to establish a Community Garden Committee with citizen members. Council representative to be selected at a later date.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

1.3 Heritage Committee

36. Moved by Clr Russell, seconded by Clr White to establish a Heritage Committee with citizen members. Council representative to be selected at a later date.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Note: Councillor membership and relationship to be determined.

Public works

Nothing to submit at this point.

Note: Class 3 licenses to be researched by Superintendent. Issues surrounding tandem truck verses single-axle.

Accounts Payable

Note: Council wanted a more concrete breakdown of the NL Power billing.

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37. Moved by Clr Bowers, seconded by Clr Russell that accounts payable in the amount of \$38,454.09 be received and paid.

Accounts Payable

	<i>Business/Person</i>	<i>Code</i>	<i>Amount</i>
1	Western Petroleum	MTE, P/R	\$1,595.01
2	North Atlantic	MTE	\$898.97
3	Bell Aliant	MTE	\$109.77
4	Eastlink	OFF	\$231.89
5	Bell Mobility	OFF, DUMP	\$508.94
6	B.V. Ministerial Association	DONATION	\$50.00
7	Debbie Noble	ADMIN TRAINING	\$204.12
8	Central Convenience	MEETING/TEAM	\$411.40
9	Emco	W/S	\$3,369.27
10	Noble's Timbermart	OFF, MTE	\$584.11
11	DRS Sales	MTE, W/S, P/R	\$1,181.22
12	B.V.B.S.	MTE, P/R, OFF	\$414.17
13	B.V. Co-op	TP/PR	\$23.97
14	McLoughlan	FIRE	\$118.04
15	Saltwire	TP/PR	\$159.39
16	G. P. Courier	MTE	\$114.00
17	Central Hydraulics	MTE	\$759.12
18	AMEC Foster	TP/PR	\$127.65
19	Copper Stop	FUEL, DUMP	\$6,080.03
20	Northward Roofing	COMM. CENTER	\$2,558.75
21	Atlantic Construction	RDS	\$4,729.95
22	First Response	FIRE	\$1,660.48
23	Morgan's Printing	STAT	\$170.20
24	O'Brien White	TP/PR	\$86.25
25	Modern Business	OFF EQUIP	\$33.96
26	John-Rogers Hardware	P/R	\$32.82
27	Bruce's Service Center	MTE	\$94.23
28	Colonial Auto Parts	MTE	\$1,681.50
29	B.V. ESSO	FUEL, P/R,	\$2,256.57
30	Lorne Head	FIRE	\$306.99
31	Parts for Trucks	MTE	\$333.60
32	Dollar Store	TP/PR	\$60.38
33	CNA	P/R, MTE, ADMIN, SAN, RDS	\$983.25
34	Traction	MTE	\$315.10
35	Rideout	MTE	\$3,018.52
36	Lewis Bixby	MTE	\$320.00
37	D.A.S.I.T.	FIRE	\$174.80
38	Shoppers Drug Mart	P/R, MTE	\$99.84
39	PEGNL	ADMIN TRAINING	\$170.43
40	Action Car & Trucks	MTE	\$2,171.82
41	Stagg Signs	FIRE	\$253.58
	TOTAL		\$38,454.09

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

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See Attached:

By-laws & Regulations snow clearing

Note: It was felt that 6m from the center line may be challenging in certain areas of the Town, but, this is still more lenient than the Department of Highways, thus left in place. Recommended changing the season start date from December 1st to November 15th.

38. Moved by Clr Russell, seconded by Clr Howell to accept the snow clearing regulations as adapted.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

39. Moved by Clr White, seconded by Clr Russell to extend by 30 minutes at 11:30 P.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Finance and Policy

40. Moved by Clr White, seconded by Clr Peckham to adopt the 2018 Tax Rate Structure as attached.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Note: Water and sewer should have the same tax rate regardless of property vacant or occupied.

Note: Financial Officer/Town Clerk to determine regulations and costs of automated external defibrillator (AED) in NL. Research is needed to determine if there is an external source of funds to purchase same. Baie Verte requires approximately five additional units.

Note: All revenues must be reinvested in their respective areas of gain, for example, any revenues brought in via the Fire Department, must be reinvested back into the Fire Department budget. Concept of town matching fund raising amounts was discussed and may be adopted in 2018.

41. Moved by Clr White, seconded by Clr Peckham to match the Fire Chief remuneration with that of the councillors.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

42. Moved by Clr White, seconded by Howell to issue a JCP to complete the stadium flooring.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

43. Moved by Clr White, seconded by Clr Howell that the Town of Baie Verte adopt the policy to recognise the Firefighters after a year of service. A coat and hat is recommended for first year anniversary. This is to be retroactive.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

2018 Budget

44. Moved by Clr Howell, seconded by Clr Peckham to adopt the 2018 Budget as attached.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

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Unfinished Business
New Business

No Unfinished Business to Discuss
No New Business to Discuss

45. Moved by Clr. Howell, seconded by DM Furey to extend by 15 minutes: at 11:55 P.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham, Bowers, Howell

Remarks

Clr. Peckham

Glad to see the Old Saltbox company is moving into the area

Clr. White

Ryan indicated that he was pleased to see that the prospective Rod and Gun club is still moving forward.

Clr. Russell

Shawn highlighted the efforts by the soccer 3A boys and girls.

Clr Bowers

Raised issues respecting the handicap swing, indicating it should be removed due to ice. Secondly, he commented on insuring that the fences, etc. were marked for the snowmobiles.

Deputy Mayor Furey

No remarks

Mayor Brandon Philpott

Thanked the staff and the councilors for there respective participation. He wished the group a merry Christmas and good night.

46. Moved by Clr Russell, seconded by Clr Howell to adjourn at 12:10 A.M.

Motion Carried

In Favor: Philpott, Furey, White, Russell, Peckham Bowers, Howell

Brandon Philpott
Mayor

Charlene Caines
Financial Officer/Town Clerk