

**Town of Channel – Port aux Basques  
1796<sup>th</sup> Regular Meeting  
September 11<sup>th</sup>, 2019**

The 1796<sup>th</sup> Regular Meeting of Council convened at 6:05 pm Mayor Spencer presiding. Present were Deputy Mayor Strickland, Councillors Battiste, Blackler, Coffin, Keeping and Lane. Also present were the Town Manager and Town Clerk.

**Adoption of Minutes:** It was moved by Deputy Mayor Strickland and seconded by Councillor Battiste the 1795<sup>th</sup> Regular Minutes of August 20<sup>th</sup>, 2019 be adopted as circulated and discussed. MC Unanimously

**Bell Allant:** Mayor Spencer asked about the cluster of poles. The Town Manager stated they are waiting on several entities to relocate their equipment. Mr. MacIsaac said we have been trying to get in touch with East Link but have had no success. The Town Clerk noted she had left four messages at their management division but no one has returned her call.

**191-195 Hardy's Arterial:** The Town Clerk advised we have received the purchase agreement from the Eastern Newfoundland School District and it has been signed and sent back to the lawyer along with the cheque.

**Water Treatment Plant Project:** The Town Manager advised this is still not fully completed due to weather.

**Tourism Southwest re ATV Trail:** Mayor Spencer said he still thinks we should budget to do some work on our end of the trail. The Town Manager said with regards to cutting trail across the island the cost to retract around the bridges was not in the budget.

**Industrial Park:** Mayor Spencer said he was speaking to one individual today who has been doing some cleanup.

The Town Manager said we have to go back and send all documentation that went out to the lawyer. As well we have to send any pictures and every property has to be photographed individually before action can be taken to proceed.

**New Municipal Depot:** The Town Manager said work is proceeding on the building. He has a conference call in the morning so everyone is brought up to date on the progress.

**Transition 2050:** The Town Manager advised that an application has been sent in for 1.2 million to go towards the Bruce II for upgrades to the heating/cooling systems.

**Paving:** The Town Manager advised that he has been speaking with the paving company and they said they will be out mid to late this month.

**Skateboard Park:** It was noted the park sustained some damage during the storm so it needs some TLC to get things back in order.

**MP Gudie Hutchings re Marine Atlantic:** Mayor Spencer noted that they met with the MP and officials of Marine Atlantic. Mayor Spencer said that the MP stated if Marine Atlantic wants to advertise job ads offering dual locations then Port aux Basques should be out there selling themselves to get the jobs here.

Councillor Lane said when he asked the CEO if he plans to live here he stated he hasn't made up his mind yet.

Mayor Spencer said the MP stated she feels the CEO should have an office in every port.

**Grand Bay Bottom Sanitary Sewer Project:** Mayor Spencer noted that himself and the Town Manager recently attended a meeting in St. John's on the waste water regulations.

The Town Manager noted that this has to go to RVP for a new consultant.

**Request by Resident for Installation of 8" Sewer Line for Commercial Purposes:** the Town Manager said the person in question called today to advise he is going to do this work himself. Council asked that the Town Manager request this in writing from the gentleman.

**Purchase of Property at 150 Carlbou Road:** The Town Clerk advised she had contacted Yates and Woods to do the survey on this. Once this is received she will forward it to our lawyer to have the necessary paperwork drawn up.

**Stadium Road Drainage System:** The Town Manager advised they went up with the sewer camera but it only went so far. They need to try to go down through the system where the fire hydrant is located in the area.

**LeGrow Street Request to Purchase Back Land:** Both the Town Clerk and the Town Manager advised they had been talking to the gentleman in question and advised him of Council's agreement to sell. It was noted that the gentleman needs to be written and advised of his responsibilities for the purchase of this property. As well this will need to be advertised as per the Municipalities Act.

**Industrial Building:** The Town Clerk advised that one of the local contractors had submitted a quote and noted the cost for same. Councillor Keeping asked that another quote be obtained.

**Correspondence:** It was moved by Councillor Lane and seconded by Councillor Keeping the correspondence be accepted and dealt with where necessary. MC Unanimously

**Mental Health Task Force:** An email was received from Municipalities Newfoundland and Labrador and the Town of Portugal Cove St. Phillips advising of a partnership they have developed to establish a municipality driven initiative with a shared goal of making mental health “everybody’s business”. They are looking for volunteers and regional champions to help lead this initiative.

Deputy Mayor Strickland said he already emailed and volunteered but he hasn’t heard from them. The Town Clerk will email and put his name forward again.

**Dowding’s Lane Request for Paving:** Correspondence was received from the resident of 6 Dowding’s Lane requesting that the lane be paved.

It was agreed the Public Works Committee would take a look at this and report back to Council.

**Kids Eat Smart Radiothon:** Information was received from the Kids Eat Smart Foundation advising of their upcoming Radiothon on November 6<sup>th</sup>, 2019. Discussion followed on local breakfast programs. It was moved by Deputy Mayor Strickland and seconded by Councillor Lane we donate \$100.00 each to our two local schools. MC Unanimously

**Raising Awareness for Parkinson’s disease:** An email was received advising of a 70 year old gentleman biking across Canada for Parkinson’s to raise awareness of people with this disease and their care givers. He is having in Port aux Basques on the morning of September 24<sup>th</sup> to continue to bike across NL. He would also like to be screeched in as this is his first time into Newfoundland.

It was agreed to pass this along to the Recreation Director to possibly have a breakfast at the Bruce II to welcome him and Mayor Spencer said he will screech him in.

**Grand Bay West Beach/Trail Parking Lot re Campers:** A letter was received from a resident of 32 Kyle Lane requesting a meeting to discuss issues she has with people parking their camper trailers overnight on the beach parking lot, litter and so forth.

It was agreed that the Public Works Committee would meet with the person and discuss their concerns.

The Town Clerk noted this is on the Recreation Committee agenda as well. She also noted that we’ve had requests from individuals to have a designated area in town for tourists.

**Department of Municipal Affairs & Environment Capital Investment Plan Approval:** Correspondence was received from the Director of Municipal Finance advising that the Gas Tax Committee has accepted the project Capital Asset Management – Aerial Imagery & Data Collection for a total approved funding of \$16,376.00.

**Department of Municipal Affairs & Environment Fire Services Division New Pumper Truck:** Correspondence was received from Derek Simmons, Director of Fire Services/Fire Commissioner advising that he reviewed the tenders submitted for our fire truck. Mr. Simmons noted that the low bid was from Metalfab Ltd. For \$379,730.00 HST Included and It does meet minimum specifications.

Be it resolved that at the Town Council meeting held on September 11<sup>th</sup>, 2009 a motion was made, seconded and passed to accept and award the tender bid for the Fire Truck to Metalfab Ltd in the amount of \$379,730.00 (HST included). Motion made by Councillor Battiste/Seconded by Councillor Keeping. Motion Carried.

**2 Carter's Lane re Water Damage:** Correspondence was received from the resident at 2 Carter's Lane requesting the Town address the issue of flooding she had in her basement due to run off from Grand Bay Road and Carter's Lane.

The Town Manager said as to the point in the letter about contacting him and the engineer several times the only time he spoke to this lady was about the swale she wanted to take care of run off. He noted that we put the swale in as per her request but it went in too deep so we had to go back and fix it.

Councillor Keeping said when the Public Works Committee went there today they noticed the old swale is broke. The Committee can go back and have another look with the possibility of extending the swale down to the catch basin.

The Town Manager said he thinks there may have been water there for quite some time.

Councillor Lane left the room at 6:52 as the next piece of correspondence directly relates to his property.

**Marks & Parsons 6 Lawrence Lane:** Correspondence was received from Marks & Parsons who are acting for a resident at 6 Lawrence Lane who is in the process of selling their property and want the Town to release all interest in a piece of property described in the survey so that the sale can go through.

Councillor Coffin said the piece of land they are talking about is 2' wide x 12' long outside of what Councillor Lane owns. Councillor Coffin said he doesn't see a problem with selling this to her but the other piece 10' Councillor Lane owns and while he is prepared to give them an easement he's not prepared to give them the piece of land. Mayor Spencer said this is not our issue.

The Town Manager said whatever land from the Town they require for an easement is no issue. Mr. MacIsaac said he spoke to Ms. Marks today and they will have to revamp the agreements and get new surveys as what they presented wasn't right. Mr. MacIsaac said Ms. Marks will provide him with new documents and he advised her Town doesn't have any issues as long as it doesn't interfere with the neighbours.

Councillor Lane re-entered Chambers at 6:59 pm

**Public Works Committee Report:** Councillor Keeping presented the Public Works Committee Report of September 11<sup>th</sup>, 2019.

The Public Works Committee met at 10:00 am Wednesday, September 11<sup>th</sup>, 2019. Present were Chairperson Chester Coffin, Councillors Keeping and Lane and the Town Manager. The following sites were visited and issues discussed.

**LED Street Lights – Hardy’s Arterial:** The Committee recommends we request NL Power to install 8 LED Street Lights on Hardy’s Arterial, on a spacing of every third pole.

**McNeil’s Lane:** The Committee revisited the site and while there has been some work done they recommend we raise the catch basin by 1’ and put a small pipe at the end of the lane to redirect the water.

**Osmond’s Lane re Flooding Issues:** Work started at this site a month ago but the residents of the area called in complaining stating that what the Town was proposing to do would not work. As directed the work stopped until we can arrange a meeting with the Kanes to sit down with them to discuss what they feel would work.

**Little Bay Park:** The Committee visited the site and it requires a bit of minor maintenance. The Committee recommends we look at possibly installing some smaller basketball nets and hockey nets at the smaller section of the court.

**Cox Avenue and Carson Crescent:** The Committee visited the area and noted this is one of the worse streets in town. The Town Manager will be doing a priority list for Municipal Capital Works Projects and the Committee recommends this be #1.

LED Street Lighting - Councillor Blackler asked what the cost would be per light per month and was advised \$25.00 per light.

It was moved by Councillor Coffin and seconded by Councillor Battiste the Public Works Committee Report of September 11<sup>th</sup> 2019 be accepted as presented and discussed. MC Unanimously

**Finance & Human Resources Committee Report:** Councillor Coffin presented the Finance and Human Resources Committee Report of August 23, 2019.

A meeting of the Finance & Human Resources Committee convened at 11:00 am August 23<sup>rd</sup>, 2019. Present were Mayor Spencer, Councillor Coffin and the Town Clerk.

**#1. Sharing of business with local commercial establishments:**

A review was done of what funds we are spending at some of the commercial establishments in town. It was agreed that we do need to be more cognizant of sharing business on a more equitable basis.

**#2. Poll Tax Write offs:**

The Town Clerk presented a list of Poll Tax she would like to have permission to have written off. The list contained the names, the amounts and the reason for the write off.

The Committee recommends we move forward with the write offs as presented.

**#3. Poll Tax Refund:**

The Town Clerk read correspondence that was received from a non-resident who is requesting a refund of their poll tax for several years based on they did not work 90 days each year in the municipality.

The Committee recommended we refund 50% for the years noted in the correspondence without cause or without challenge given the information provided. The Town Clerk is to do up a letter and a cheque to send to the individual. As well the Town Clerk will call the person and explain about past precedence.

**#4. Staff Reviews**

It was agreed that reviews will be carried out for all management staff. Mayor Spencer will contact Municipal Affairs for some guidance and tools to assist with same.

**Poll Tax Write Offs** – The Town Manager commented that we need to agree on a date of how many years we'll let this go on before we write it off. The Town Clerk advised there is talk that Poll Tax might be taken out of the new Municipalities Act altogether.

**Staff Reviews** – Councillor Lane ask when the Mayor anticipates the reviews will be done. Mayor Spencer said he had PMA sent him some tools to use. Mayor Spencer also said the HR Committee will look at this and develop an evaluation form.

It was moved by Councillor Keeping and seconded by Councillor Lane the Finance and Human Resources Committee Report of August 23<sup>rd</sup>, 2019 be adopted as presented and discussed. MC Unanimously

**Provincial Weigh Scales:** Council Keeping said he raised the issue a while ago about lights on the highway by the weigh scales not working. He said he was told it had to do with a timer in the basement of the weigh scales. Councillor Keeping said he had a conversation with someone and was told they are waiting on an electrician to come out from Stephenville. Councillor Keeping said he

suggest we write the appropriate Minister and copy the MHA on this. Councillor Battiste noted there are no lights on the sign at the scales either.

**Visitor Information Centre:** Councillor Keeping said the only outdoor light working there is over the door. They have shut down the lights on the parking lot. Councillor Keeping noted we are the gateway to this province with Marine Atlantic ships coming in at all hours and here's the lot in total darkness. He recommends we write the Minister and copy the MHA stating that this is not acceptable.


**Highway Signage:** Councillor Lane noted none of the signage has been done, repaired or replaced even after Council's meeting with Minister Crocker. Mayor Spencer said we need to bring this up in our meeting with the MHA.

**Wastewater System Effluent Regulations:** The Town Manager said this was the discussion at a meeting the Mayor and he took part in recently in St. John's. He noted that only three communities got transitional authorization which allows them to go past the 2030 deadline. These communities are St. John's, Springdale and Grandfalls-Windsor. Mr. MacIsaac said without this extension municipalities have to meet the deadline at a very substantial cost. The Town Manager noted that Grand Bay Bottom alone is going to cost 15-20 million to complete. He said we have six lift stations now with primary treatment that are on radar for compliance when in fact this could be mainly storm water because there is no separation. Mayor Spencer said we currently have 314 residents on their own sewer and 37 commercial establishments as well.

It was noted it is going to cost 18-20 billion to address the wastewater issue in this province.

Mayor Spencer said one of the main messages at the meeting was that no municipality should apply for wastewater funding. He said MNL will be doing a report to send out to municipalities.

**Adjournment:** With no further business it was moved by Councillor Battiste and seconded by Councillor Lane the meeting be adjourned at 7:30 pm. MC Unanimously

  
John Spencer  
Mayor

  
Julia Ingram  
Town Clerk