

**Town of Channel - Port aux Basques
1799th Regular Meeting
October 29th, 2019**

The 1799th Regular Meeting of Council convened at 6:00 pm Mayor Spencer presiding. Present were Deputy Mayor Strickland, Councillors Battiste, Blackler, Coffin and Keeping. Also present were the Town Manager, Recreation Director and Town Clerk.

Adoption of Minutes: It was moved by Councillor Battiste and seconded by Councillor Blackler the 1798th Regular Minutes of October 15th, 2019 be adopted as circulated and discussed. MC Unanimously

17 Harry's Lane: The Town Manager advised he issued an additional letter to the homeowner to repair her waterline. Councillor Keeping asked if the water was checked to see if it had chlorine in it. The Town Manager advised yes it was checked and contained chlorine and was traced back to her property.

East Link: The Town Manager said he has sent an email to three different individuals and to date has received no response. The Town Clerk advised she had contacted the communications director with Municipal Affairs who put her on to Fire & Emergency Services and she has called them and left a message for them to return her call.

Industrial Park: The Town Manager advised correspondence has been received back from the solicitor and that it needs to be discussed in private.

Grand Bay Bottom Sanitary Sewer Project: The Town Manager stated he had reported in the last meeting that it was gone out for RFP however upon checking the government website it's not there. Mr. MacIsaac said it's still with the Province. Councillor Keeping asked about this as Wood PLC was dealing with it before. The Town Manager explained that was the engineering design. It now has to go out to an RVP for consulting service for the project. Municipal Affairs reviews this not us and grades everyone accordingly.

Purchase of Property at 150 Caribou Road: Councillor Keeping asked where we are to with this to which the Town Clerk responded everything is signed off and it closes November 6th 2019. Councillor Keeping asked if we would be tearing this down before the winter. Mayor Spencer so no we are only going to board the windows up for now. It was agreed the Public Works Committee do a walkthrough of the building to see what is actually there.

Stadium Road Drainage System: The Town Manager advised the issue was with the manhole system, not the pipe. Mr. MacIsaac said the workers have put a new concrete bottom in the system which should correct the problem. Councillor Keeping asked was the gentleman in question there when the work was being done. The Town Manager responded yes.

Highway Signage: The Town Manager said he has sent emails to Minister Crocker's office but has received no response. Mr. MacIsaac noted in speaking with the MHA they aren't receiving responses either.

Accessibility Issues 48-50 Main Street: Mayor Spencer said they had a meeting yesterday with Mr. Reg Carter of Coleman's and they agreed to do some cosmetic work and fix the lighting but there are other issues we need to discuss after the meeting.

Come Home Year Update: Recreation Director Shauna Strickland said they have hired Denise Pike Anderson as the Coordinator. The big thing now is to get the bands hired.

RV Park: Mrs. Strickland said she is hoping to connect with the gentleman that is interested in starting up a RV Park and will follow up. Councillor Keeping asked if we can check to see if the removal of the municipal depot and remediation can be done through Gas Tax Funds. The Town Manager said he has put in an application under the FCM Brownsfield Project for remediation.

Emergency Preparedness: Deputy Mayor Strickland said he is waiting to hear back from the Mayor and NL Power in regards to the Lions Club. The Town Manager said NL Power is waiting on Western Health to sign off on the easement before they can proceed with the work.

Electrical Hookup at Grand Bay West Beach: The Town Manager said the application for a pole light is gone in to NL Power. He is just waiting to hear back.

Cruise Ships: Mrs. Strickland advised she did a follow up as we were a part of this group eight (8) years ago. She did sign back up for renewal and entered up to date information on our port. Mrs. Strickland noted the AGM is February in Corner Brook and they asked her about taking a seat on the board but right now her schedule doesn't permit it. Deputy Mayor Strickland asked if she could check to see if the seat could be open to a Councillor.

Ice Control Materials 2019/2020: The Town Manager noted that the Site Specific Health & Safety Plan hasn't been released by the Department yet so we are unable to get materials from the site. He noted we do have some on hand but would like to get this started before the winter hits.

Matthews Lane re Pavement: A letter was received from a resident of Matthews Lane requesting consideration for pavement in the near future. The Town Manager noted this is just a right of way. It was agreed the Public Works Committee will look at this.

Citizens Crime Prevention Association Bullying Prevention Guide: An email was received from the Citizens Crime Prevention Association of NL asking Council to participate in this year's campaign for a Bullying Prevention Guide.

Deputy Mayor Strickland asked what the town's benefits for participating in this are? Mayor Spencer said there are no benefits other than we get exposure for supporting this issue.

It was moved by Councillor Keeping and seconded by Councillor Blackler we participate in this campaign again this year for a ¼ page ad at a cost of \$295.00. MC Unanimously

28 Knox Avenue Request for Snow Clearing and Salt/Sand Box: Correspondence was received from a resident of 28 Knox Avenue requesting to have snow clearing done at this property because three families live there. He is also requesting to have a sand/salt box placed at the end of Knox Avenue for the winter months and ask that the catch basin there be cleaned out.

Councillor Keeping said he doesn't see a reason why we can't snow clear there. The Town Clerk noted we haven't done it before as we checked with the Superintendent. The Town Manager said this is referring to a private right of way. Councillor Keeping said we only put salt/sand boxes in areas of hills that our equipment can't do.

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

Resident at 32 Kyle Lane – Displeasure with Council's Response to Concerns: Correspondence was received from a resident of 32 Kyle Lane expressing her displeasure with Council's response to her concerns with parking and other issues at the Grand Bay West Beach. She noted that if Council is not going to do anything about overnight camping in the parking lot she will be taking it to the next level.

Councillor Keeping said at the end of the meeting with this lady we said we would take all of her comments into consideration.

Councillor Blackler said the discussion was we weren't going to stop overnight parking. If the person opens the RV Park that has been proposed then we could put up no overnight parking signs.

Mayor Spencer said the big issue is who is going to police it.

The Town Manager said he feels we should let this sit for a bit. It was agreed to review this situation before next summer.

Department of Municipal Affairs & Environment Climate Change Branch re Bruce II: Correspondence was received from Kyle Robar, Manager of Policy and Program Planning with the Climate Change Branch of MAE regarding our application for funding under the Climate Change Challenge fund to conduct energy efficiency retrofits at the Bruce II. Mr. Robar advised that MAE has assessed our application and has determined some of the activities were ineligible which is the LED lighting. The remaining scope of the project is eligible. The Department is asking for a several things in order to move the application forward.

The Town Manager noted we have to send in three years of history for our energy and fuel consumption and the persons hired for the Transition 2050 Grant will make the necessary changes and submit it to the Department.

Lighting at the Weigh Scales Inspection Station: Correspondence was received from the Honourable Sherry Gambin-Walsh, Minister of Service NL in response to our September 24th, 2019 email related to lighting at the inspection station.

Minister Gambin-Walsh advised that the building and accessory system maintenance at the inspection station is the responsibility of the Department of Transportation and Works. Ms. Gambin-Walsh advised that the highway and deck lighting have been replaced however during the replacement other work was identified prior to completion. It is anticipated that they both will be operational by the end of October.

Councillor Keeping said he had a conversation with someone the other day and they are short two staff at the scales right now. Councillor Coffin noted this was brought up in our meeting with Minister Crocker and he advised it wasn't his Department. The Town Manager said he has been talking to the MHA on the staffing issue and it is being looked at. The Town Clerk noted they are in the process of hiring someone locally for twelve weeks while they advertise for the positions.

Federation of Canadian Municipalities Partners for Climate Protection Program: Correspondence was received from the Federation of Canadian Municipalities (FCM) and Local Governments for Sustainability (ICLEI) welcoming the Town as a member of the Partners for Climate Protection (PCP) Program. Various tools were outlined for our municipality to use to help us progress through the five milestones of the program.

The Town Manager advised this coincides with our Transition 2050 Grant.

Cost Recovery for Sewer Issues at 119 Grand Bay Road & 4 Dowding's Lane: Correspondence was received from the owners of 119 Grand Bay Road and 4 Dowding's Lane asking Council to reimburse the cost they incurred to have their sewer repaired as they felt Council should not have issued a permit to the owner of 6 Dowding's Lane who constructed a garage over their sewer line.

The Town Manager presented a diagram of the area along with the sewer connections. Mr. MacIsaac noted that this is a private sewer service from 119 Grand Bay Road to a 8" municipal service line which was installed a number of years ago. The Town Manager said work crews went up with the sewer camera and there was no collapse of the line. When it was dug up it was noted 119 Grand Bay Road attempted to make some sort of connection with 4 Dowding's Lane with different types of materials. The Town Manager said the contractor rerouted the line around the garage and when he started work it was discovered that 4 Dowding's Lane line was collapsed.

Discussion followed. Councillor Blackler asked would we have known where the lines ran. Mayor Spencer said no not for private lines.

The Town Manager said we did our due diligence and had no idea where the line was to and probably the gentleman that built the garage didn't either. The permit clearly stated that no structure was to be placed on top of any sewer lines or culvert systems.

Councillors Battiste and Coffin said they feel we are not a fault here. This is a private issue.

Deputy Mayor Strickland said he feels we are at fault. We should have followed up on the building to ensure it didn't get built over any lines. Mayor Spencer said how could we do this when we have no mapping of private lines.

Councillor Keeping said when the gentleman purchased 119 Grand Bay Road he put in a new line so he knew where his line went.

Councillor Blackler said the permit clearly outlines not to place the building on sewer lines or culvert systems.

It was agreed that the Town Manager write the two gentlemen back and advise we accept no responsibility as this is private lines in this area.

Recreation Committee Report: Recreation Director Shauna Strickland presented the Recreation Committee Report of October 23rd, 2019.

In attendance: Deputy Mayor Strickland, Councillor Blacker, Councillor Coffin, Town Manager, Leon MacIsaac, Recreation Director, Shauna Strickland and Facility Manager, Wanda Merrigan.

1) Review minutes of the last meeting: The minutes of the September 12 meeting was adopted at the September 25 council meeting.

2) Business Arising from Minutes

a) Rate Review: Shauna sent the committee a copy of the rates that are currently in place at the Bruce II. Shauna and Wanda will bring forward a recommendation.

b) Zamboni Update: Everything is up and running. There was discussion on Marine Atlantic Sponsorship package and a recommendation will be discussed with Tara Lang.

c) Mariners Update: There was discussion on the Mariner's contract. Follow up will be made with the organization.

d) JCP Update: The workers have one week remaining. They have done a great job in painting the building and completing some repairs at the Bruce II.

3) New Business:

a) Community Garden: The 51 garden beds are all filled with soil and will be ready to rent next summer.

b) Wage Review: A review was completed on all non-union staff at the Bruce II. A recommendation will be brought forward to the finance committee.

c) User Groups-Multi Purpose Room: There was discussion on the amount of time the Joe Lane and JT Room is being tied up for meetings. It was agreed that we would allow user groups to avail of one room

but not to tie both rooms up for non-revenue events. The Bruce II is seeking new ways to utilize those rooms and to bring in new revenue.

d) Andrews Hockey School 2020: There was discussion on the 2020 Hockey School. It was agreed to go ahead and book the ice time. The ice will go on one week early for the 2020-2021 season.

e) Blade for Ice Scrapper: It was agreed that the town would purchase an ice scraper for the curling club which will also be used for the hockey rink if the Zamboni is down for a short period of time.

4) Other Business

There was discussion on the helmet policy. This has to be reviewed.

There was discussion on confidentiality at the Bruce II and the need to ensure all workers are aware that they are not permitted to discuss town business with patrons.

JCP Updates – Councillor Keeping said he noticed the colors in the Bruce II have been changed to red and blue. He noted when the building was built a specialist was hired to coordinate the colors. Councillor Keeping asked if Council was consulted on this. The Recreation Director advised the Facility Manager made the suggestion. Councillor Blackler said at least it looks fresh for now. The Town Manager said Council should trust the Facility Manager to make decisions on the building.

Andrews Hockey School 2020 – Councillor Keeping asked if Minor Hockey and Figure Skating will be asked if they want to use the extra hours if we are going to put the ice on early. Recreation Director said yes but the hockey school pretty well takes up all of the ice time for that week.

Blade for Ice Scrapper – Councillor Keeping asked who owns the ice scraper. It was noted this was purchased by the Curling Club.

Community Gardens – Mayor Spencer asked if the community garden was successful this year. Mrs. Strickland said they were mostly filled but she had problems getting soil for some. Mayor Spencer mentioned that a community garden would be a good idea for downtown, maybe in the area of our depot which is going to be torn down and removed.

It was moved by Councillor Coffin and seconded by Councillor Battiste the Recreation Committee Report of October 23rd be adopted as presented and discussed. MC Unanimously

Waste Management Report: Councillor Keeping circulated copies of the new Industrial Commercial and Institutional (ICI) Policy for the Western Region of Newfoundland. Councillor Keeping said they will be rolling out ads and promotional items in the next couple of weeks. Councillor Keeping said there is going to be a lot of issues with the rollout as it was with the others previously but this one will take a little longer. He said everyone will be expected to be compliant over a period of time. Copies

will be circulated to the Local Service Districts and towns. Councillor Keeping said someone can come out and do presentations should people want it.

Councillor Keeping said in regards to commercial garbage we need to set our rates soon and before budget time. He said we have to sit down and decide on this and let the outlying communities know. Councillor Keeping noted we are the haulers so we need to set the rates.

The Town Manager said we should do this before the next South West Coast Waste Management meeting. It was agreed to meet on Thursday, November 7th, 2019 to come up with a policy.

Councillor Keeping said during a recent Western Regional Waste meeting there was a lot of discussion on open burning taking place. Councillor Keeping noted it is becoming an issue here and other areas. He said given the Provincial Strategy on Waste Management the Department of Environment has to get more teeth in dealing with this and become more involved. The Town Clerk advised Councillor Keeping that the Chair of Western Regional Waste Management called and ask her to relay to him that the letter to the Minister on this issue had been signed off on and sent.

Drug & Alcohol Policy: Mayor Spencer said this is something the HR Committee had talked about previously. Hopefully before the new year we will have one finalized especially now that marijuana is legalized. Councillor Keeping said we should contact some other medium size communities to get a copy of theirs. The Town Manager said this has already been gathered for quite some time.

Town Plan: The Town Manager read through the Planning Report forwarded to us by Planning and Development Consultant Paul Boundridge. Mr. MacIsaac noted that the Draft of the Town Plan and Development Regulations has been updated in consultation with the Department of Municipal Affairs and Environment. We now need a motion to adopt the updated draft in principle and authorize Mr. Boundridge to confer with the Department to request a review of the updated draft.

Moved by Councillor Battiste/Seconded by Councillor Blackler

Hereby move that this Council adopt in principle the attached resolutions to adopt the 2019-2029 Municipal Plan and the 2019-2029 Development Regulations; and that Council authorize the Planning Consultant to confer with the Department of Municipal Affairs and Environment to request a review of the updated draft Town of Channel – Port aux Basques Municipal Plan 2019-2029 and updated draft Town of Channel – Port aux Basques Development Regulations 2019-2029 against Provincial policies and interests and to obtain a release from further review by the Province.

Voted for 6/Against 0

Motion to Borrow for Small Communities Fund Projects: The Town Clerk advised she had contacted the three local banks for a loan rate for our share of Taylor's Lane/Anderson's Lane Storm Sewer System and Bruce II Complex – Dehumidifier Unit & Roof Replacement. The Town Clerk said she'd like to have a motion of Council to borrow from the Bank of Montreal who had the lowest interest rate. She noted once the motion is in place she has to apply to the Minister for approval to borrow.

The Town of Channel – Port aux Basques will be seeking to borrow \$257,342.00 for the Town's portion of the Small Communities Fund for Taylor's Lane/Anderson's Lane Storm Sewer System and Bruce II Complex – Dehumidifier Unit & Roof Replacement.

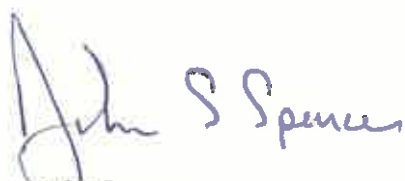
Excerpt from our Regular Meeting held on 10/29/2019

Motion 10/29/2019 - Moved by Councillor Keeping /Seconded by Deputy Mayor Strickland

Be It resolved that the Town of Channel – Port aux Basques borrow from the Bank of Montreal \$257,342.00 for the Town's portion of the Small Communities Fund Projects for Taylor's Lane/Anderson's Lane Storm Sewer System and Bruce II Complex – Dehumidifier Unit & Roof Replacement for a term of 5 years/amortized over a five year period. The rate will be 3.19%

In favour 6; Opposed 0; Motion Carried

Adjournment: It was moved by Councillor Battiste and seconded by Deputy Mayor Strickland with no further business the meeting be adjourned at 7:27 pm. MC Unanimously


John Spencer
Mayor


Julia Ingram
Town Clerk