

**Town of Channel – Port aux Basques
1831st Regular Meeting
November 9th, 2022**

The 1831st Regular Meeting of Council convened at 6:00 pm Tuesday, November 9th, 2021 Mayor Button presiding. Present were Councillors Davis, Ingram, Keeping, Lane and Strickland. Also present were the Town Manager and Town Clerk.

Adoption of Minutes: It was moved by Councillor Lane and seconded by Councillor Strickland the 1830th Regular Minutes of October 26th, 2021 be adopted as presented and discussed. MC Unanimously

It was moved by Councillor Davis and seconded by Councillor Lane the Privileged Minutes of October 26th, 2021 be adopted as presented and discussed which contained the following motion.

It was moved by Councillor Davis and seconded by Councillor Lane to accept the Human Resources Committee's recommendation to offer the job of Town Clerk to Nadine Osmond.

In favour 5/Against Councillor Strickland

MNL Convention: Mayor Button said himself and Councillor Davis recently attended the MNL Convention. He noted it was hats off to the City of Corner as it was well planned and laid out with security in mind. There was a lot of information and he attended the Premier's Forum which was a good meeting at which regionalization was the main topic.

Councillor Davis said it was very informative.

Mayor Button said the next one is in Gander.

Vaccination Policy: Mayor Button asked Councillor Strickland about the process of scanning at the arena. Councillor Strickland said it's going well but we have gotten a few disgruntled people because they are having to be scanned more than once due to change up of staff.

Mayor Button suggested on weekends each day we could possibly have colored arm bands available so once they have the band on they won't have to be scanned more than once.

ATV Route: It was noted that the ATV Route finishes up the end of this month. There is one of the signs knocked down across from Tavernor Drive. The Town Manager said this seems to be an ongoing issue with the signs.

New Municipal Salt Shed: The Town Manager advised that our request for reconsideration to use Canada Community Building Funding through Gas Tax for our share of the new salt shed was turned down as it does not fit within an eligible project category. The Town Manager said they will discuss this further when they meet with the Minister.

Public Health Forum: Mayor Button said we are waiting on arranging meetings but right now we need to work on the budget.

Western Regional Service Board Enforcement Services: Information was received from the Western Regional Board about nominations for a representative on the Waste Management Board for the Southwest Coast.

Councillor Keeping said he hasn't decided yet but if he got nominated he would accept. Councillor Keeping said other communities may have someone but by all indications at their last waste management meeting they wanted him to stay on.

It was moved by Councillor Lane and seconded by Councillor Strickland Councillor Keeping's name be put forth to continue to serve on the Western Regional Waste Management Board. Voted for 5/Against 0. Councillor Keeping abstained from voting. Motion Carried.

Deputy Mayor Andrews joined the meeting at 6:14 pm

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

Municipal Assessment Agency Ballots for Urban Director and Western Director: Ballots were received from the Municipal Assessment Agency for Urban and Western Director.

Discussion was had on who we feel would be a good fit.

Mayor Button said for Urban we would vote for Mary Thorne Gosse and Western Brendan Hall of Pasadena. Mayor Button said he feels they should include a little bio on each nominee so we can make a more informed decision. The Town Clerk said she will email the agency with this suggestion for future.

Royal Newfoundland Constabulary Request for Financial Support: Correspondence was received from the Royal Newfoundland Constabulary requesting the Town's support by taking out an ad in their 31st Anniversary Community Guide. Their topic this year will be focusing on Suicide Prevention Awareness.

The Town Clerk advised that last year when we received this request it was decided that we would participate in local initiatives regarding mental health awareness so we contributed towards the High School's spring fest which was focused on mental health wellbeing. The Town Clerk said this event was well attended by the students and went over quite well.

Councillor Strickland suggested that we reach out to the Elementary School to see if we can assist them with something of the same type.

The Town Clerk said she will reach out to the principal of the Elementary School and advise accordingly.

Go Western Newfoundland Request for Funding: Correspondence was received from Go Western Newfoundland outlining what their group does and the initiatives they are involved in. They are requesting Council make an annual financial contribution of \$1,000.00 which would include annual membership with them.

The Town Clerk advised we are already a part of Tourism Southwest whom we partner with on a lot of initiatives which benefits the Southwest Coast and our Economic Development Officer sits on this board.

Mayor Button said we should pass this over to our Economic Development Officer to make sure we are getting the best bang for our buck.

Councillor Lane said he feels we should continue supporting Tourism Southwest.

Resident of 16 Main Street re Lighting on Grand Bay West Causeway: Correspondence was received from a resident of 16 Main Street expressing concerns about the lack of lighting on the Grand Bay West causeway. The resident is requesting more lighting be installed in this area to provide a much safer environment.

Councillor Keeping noted this is in the Public Works Report.

13-19 Grand Bay West Road re Invoice for Alleged Damages: Correspondence was received from the owner of 13-19 Grand Bay West Road stating that our employees disconnected a pipe connected to the manhole outside of his garage to do maintenance work thus causing his garage to flood. An invoice for the cost to the company was attached to the letter.

The Town Manager said this incident was in the summer of 2020. Staff was alerted the company was core drilling into our storm water system. He noted there is no sewer system from the causeway to Mary Browns. At the time the company was putting in a new line and trying to hook into our system which is not permitted. The Town Manager said he had to put out a stop work order to the company in question. If the line was running into their septic they wouldn't have had this issue.

Councillor Lane said what the person is saying is that Town staff disconnected them from what was previously there, which was drainage going from the business.

Councillor Keeping asked when we removed their pipe were they made aware. The Town Manager said yes they were made aware. Councillor Keeping said so they were trying to run septic into a storm water system.

Councillor Lane said his understanding was the line was always there.

The Town Clerk noted that no one along that stretch is hooked into a sewer system or pay sewer tax.

Councillor Keeping suggested we send them back a letter with an explanation.

Councillor Lane said to his understanding there are a number of people in the catch basin.

Mayor Button noted the pictures attached to the letter are from long ago not recent.

The Town Manager said their septic is at the back of the building. He said we can have staff investigate with the sewer camera. Mr. Macisaac said they bought the building in 1995 and unfortunately when you buy a property you assume any issues with it.

2-8 Barhaven Drive Request to Connect to Town's Sewer System: A request was received from 2-8 Barhaven Drive to connect their sewer to the Town's new system in the area.

It was noted this is in the Public Works Report.

Public Works Committee Report: Councillor Keeping presented the Public Works Committee Report of November 3rd and 8th, 2021.

The Public Works Committee met on Tuesday, November 3 and Monday, November 8, 2021, at 1:00 p.m. Present were Councillors Ingram, Keeping, Lane, and the Town Manager. The following items were discussed and sites visited:

1. **14 First Avenue – Water Issue:**
The Committee revisited as a result of an assessment and report by Town staff, which raised a few questions. After revisiting, assessing, and talking with the property owners in the area, it was determined that corrective action will be undertaken to resolve the water issues. The Town Manager will meet with staff to explain and direct the work to be undertaken in the area. Basically after the initial visit there were some concerns so we went back and are now going a different route.
2. **Grand Bay West Causeway (Letter from concerned Citizen Regarding Street Lights)** - The committee discussed the citizen's request. First the Town had lights installed on the causeway in (2020). At that time, Council expressed concerns regarding a light, which should have been installed in the location of the Island. After revisiting the area, the committee recommends that we request NL Power install one other light in this area and a pole if necessary.
3. **Grand Bay West Road In the Area of Woodward Motors and the RCMP Building** – The committee received complaints regarding the practice of Tractor Trailers parking along the road right of way hindering the flow of traffic and creating unsafe driving conditions. The Committee recommends that "No Parking Signs" be placed along this section of road.
4. **"Love Of Paws" Land In Industrial Park to Accommodate their Proposal Development:** The committee visited the Industrial Park and viewed two potential sites that could possibly accommodate the shelter. The committee will discuss some recent information received from Municipal Affairs before a decision is made.

5. **Grand Bay West Gabion Cages Installation to Prevent Sea Erosion along the Trail way in the Vicinity of the Matthew's Farm**—The committee visited the area noted and it is our recommendation this work be undertaken a.s.a.p. through our recently approved Grant initiative. If this work isn't completed, this section of the Trailway will be destroyed by this winter storms.

6. **Bay Street Previous Council's proposal to sale backlot land to Residents along Bay Street** - The Committee discussed this proposal as a result of two potential purchasers expressing concerns. Through our discussions it's obvious there are communication issues within Council itself and the residents that need to be clarified. "Explain". We need to sort this out so that the residents can move forward with the plans.

7. **Historical Museum/Train Site** – The Committee meet with the chair of the Historical Society to discuss a number of issues related to the building and train display. Following the meeting, we visited the museum and meet with the co-Ordinator which resulted in a decision to have a section of the roof repaired immediately to prevent any further damages. Also, we recommend that Council arrange a meeting with the chair to discuss some very important issues that need to be addressed.

8. **Mountain Hope Manor – Request to connect to Town's Existing sewage Systems**
The Town Manager replied to the request and we will wait for a reply and meet with the owner if necessary and report back to Council.

The Meeting adjourned at 4:00 p.m.

Grand Bay West Causeway - Councillor Keeping said he understands that previously NL Power couldn't put a light on the Island portion. The Town Manager said it may be best to have them put in a new pole.

Councillor Lane said he has a real issue with people walking there. Maybe we can look at putting in a walkway on the inside of the guardrail.

Mayor Button said the fact that we have two boardwalks in the area people do walk on the causeway quite a bit.

Councillor Lane said we were fortunate last year to get some armour stone put on the inside. With this in place you can possibly put in a walkway similar to what they have in North Sydney and put some solar lights there.

Mayor Button said the spot we have got going down over the hill from the depot needs to be filled in as there are no shoulders to the road there.

Complaint of tractor trailers parking on Grand Bay West Road in area of Woodward Motors – Councillor Strickland asked who will ultimately enforce the No Parking. Councillor Keeping said the RCMP. Councillor Strickland said they don't enforce it now. Councillor Strickland said they don't enforce the tractor trailers parking below Tim Horton's. Councillor Keeping noted this is not owned by the Town but by the Department of Transportation. It was noted that no one can remember seeing no parking signs there. Councillor Strickland said they are on the water side of the road. Councillor Lane said he will check it out.

Bay Street Sale of Back Land – Councillor Keeping said he has had some concerns brought forward to him. He said when Council was in the process of selling land in the area during that same period residents came forward stating interest in buying some as well. It was zoned environmental and Council decided to move the line out past the gully. Councillor Keeping said we decided to sell lots to the two residents who came forward. He said the surveyors were out since then and now the residents have come back saying what you are selling is no good to me. Councillor Keeping said of the thirty (30) feet we agreed to sell them the first ten (10) feet is a powerline easement. They are looking for at least fifty (5) feet. Councillor Keeping said he'd like to change the previous motion and make a new motion to sell them fifty (50) feet.

The Town Manager said the first thing you would have to do is rescind the former motion. Giving them more land is not an issue. If they are planning on building a permanent structure he would suggest they wait for rezoning however they can certainly proceed to backfill.

The Town Clerk explained if the motion to adopt those minutes is rescinded you are rescinding everything contained in them where other motions were made. Mrs. Ingram said she doesn't see why Councillor Keeping wants to rescind the motion to adopt the noted minutes when there was no motion in them regarding the selling of back land on Bay Street, just a discussion and an agreement to sell them twenty five (25) feet.

Deputy Mayor Andrews asked about environmental issues and if an environmental assessment would be required. The Town Manager said no it's just a land use zoning issue.

2-8 Barhaven Drive request to connect to Town's sewer system – The Town Manager said he's not sure if they want to bypass their septic system all together. If we allow them to do this we would have to put conditions in place. Mr. MacIsaac said he was talking to a business that cleans their system and there is a big amount of debris every time. The Town Manager said they will need to be a mechanical separator in place so as not to block our system.

It was moved by Councillor Strickland and seconded by Councillor Lane the Public Works Committee Report of November 3rd and 8th, 2021 be adopted as presented and discussed with the exclusion of item #6. MC Unanimously

Bay Street Back Land Sale: It was moved by Councillor Lane and seconded by Councillor Keeping that Council sell an additional twenty five (25) feet of backland to the resident of Bay Street

provided they refrain from constructing on this land until it has been rezoned. However they can backfill if they so wish. MC Unanimously

Deputy Mayor Andrews asked how much land is back there because if the landowners think there is more they may want it.

Councillor Keeping said there is a line that has been established.

The Town Manager said to be clear we can't get involved if there are any land disputes between neighbours

Mayor Button said we must make that clear to them in writing that it's between them and the owners.

Fire Department Report: Councillor Lane presented the Fire Department Report of November 3rd, 2021.

Myself and Councillor Ingram attended the meeting along with 22 firefighters..

The following items are a list of information and concerns presented.

Tim Hortons contacted the Fire Department and informed them that they would like to partner with them on Nov 22nd by making the Channel – Port aux Basques Fire Department a part of this year's smiley cookie campaign. 90% of the sale of these cookies on this date will go the fire dept. Some of the fire fighters will help that day serving at Tim's and the department mentioned they will have a firetruck at Tim's to encourage customers to purchase the cookies.

The department would like for council to promote this in any way possible i.e. Web page, social media and Council news.

The fire department will be selling calendars this year as a fundraiser and would like for councillors to promote this by talking to our residents and encouraging support of this fundraiser. Calendars are \$15.00 each.

The department is concerned with the snow clearing at the Grand Bay Fire Hall. This has been an ongoing issue regarding the doorway and the surrounding area. The Department respectfully request this area be given special attention this year.

The department is working with the town in trying to obtain seacan containers for their smokehouse.

The department is very disappointed in the allocation of the fire training courses. Not one of these courses were awarded to Port aux Basques or the surrounding area. All the courses were awarded from Holyrood to Steady Brook and point in between.

The department asks council to lobby to ensure Port aux Basques gets an opportunity to have courses offered here in the future.

There is a concern within the department regarding the implication of the town policy as it relates to the responding to fires and accidents. The department is looking for clear language when responding to emergencies.

Smiley Cookies – Deputy Mayor Andrews asked if there are ways that we can promote this as he has it posted on social media and it's in the newspaper.

Mayor noted we would pass some out at the Bruce II and Leon suggested donating them to the kids at school. The Town Clerk advised under Public Health Guidelines at this time we cannot do this. Councillor Keeping suggested taking them to the seniors home. The Town Clerk will have staff contact them and long term care to get their numbers and we'll have them delivered on the 22nd.

Mayor Button asked about the capabilities of our website. The Town Manager said the administrator of our website is interested in updating our site. Mr. MacIsaac said we can discuss with them banner type ads.

The Town Clerk said she posted it on PAB Council News page, our own website and her Facebook page.

Snow Clearing – Councillor Lane said this is an age old problem, the same as it has been the past four years. He said Council needs to ensure this is done.

Allocation of Fire Training Courses – Councillor Strickland said each training school takes place we've always taken part. This year at the eleventh hour they pulled the plug due to COVID. Councillor Strickland said years ago we were always putting off courses for the six departments in the area which always had good attendance because they don't have funds to attend training school. Our Department put forth training courses they wanted to host but were unsuccessful.

Councillor Ingram said it would be a good idea to contact our MHA and maybe he can assist.

Town Policy – Councillor Lane said as a Councillor he has some concerns with the town policy currently in place. What do you mean by responding, if you respond with the Jaws of Life or respond to fires do you expect firefighters to stand by and watch people die. Councillor Lane said we as a Council have a responsibility to make sure this is clarified.

Mayor Button said this is a very serious problem and needs to be dealt with. Mayor Button said we will have to get together with the Department and Fire and Emergency Services to review this.

Bank Loan 2020/2021 Municipal Capital Works: The Town Clerk advised she reached out to the three local banks for a loan rate quote for our 2020/2021 MCWP for a total amount of \$322,510.93. The Clerk said BMO was the low rate of 2.52%.

It was moved by Councillor Lane and seconded by Councillor Strickland we award the loan to BMO at a rate of 2.52%. MC Unanimously

Municipal Capital Works 2022/2023: The Town Manager went through our current approved Municipal Capital Works Projects for 2021/2022 which will be done in 2022. They are:

#1 Grand Bay Bottom Sanitary Sewer Upgrades – Phase II (AP-MCW-21322) Municipal Cost Shared Ratio (80/20) \$2,939,974.57 \$587,994.80

The Town Manager noted this Phase will take us from Hotel Port aux Basques to Allen's Road. He noted Phase I treatment portion is not in yet but will take place in 2022.

Councillor Keeping said for the new councillors this Grand Bay Bottom Sanitary sewer initiative is to clean up Grand Bay Bottom from the Transfer Shed to Grand Bay West. The next phase is as the Town Manager said from Hotel Port aux Basques to Allen's Road. The 3rd Phase is to the causeway. All sewers will be tied in and treated. The same thing will take place in Grand Bay West.

The Town Manager said there are eight (8) phases and each phase is \$3 million dollars.

#2. Brook Street Storm Sewer Upgrades and Reconstruction (AP-MCW-21326) Municipal Cost Shared Ratio (80/20) \$828,691.72 \$165,738.34

#3. Warrant's Road/Matthew's Road Reconstruction (AP-MCW-21345) Municipal Cost Share Ration (80/20) \$384,576.00 \$76,915.20

#4. New Municipal Salt Shed (AP_MCW-21349) Municipal Cost Share Ratio (60/40) \$692,275.00 \$276,910.00

Total MCW Project Debt Load = \$1,107,558.40

2022/2023 Municipal Capital Works Priority List

#1. Grand Bay West Watermain Replacement (Grand Bay Road to Grand Bay Bottom) – The Town Manager said this is a section where we had the recent break in ductile iron. This has been too many breaks which indicated something is going on. We may not require replacing all of it but we need to do some excavation to do an assessment.

#2, Dennis Road Pump Station – This will mean improvements to the road which is a good time to look at installing sanitary sewer along that section of Dennis Road.

#3. Pleasant Street Reconstruction – The Town Manager said the road is in severe disrepair and requires reconstructing and infrastructure upgrades.

#4. High Street Stormwater Reconstruction and Realignment – The Town Manager said this section is from Midway Road over to storm water/sanitary separation treatment system which coincides with the federal wastewater initiatives.

Moved by Councillor keeping/Seconded by Councillor

Be it resolved that the Town of Channel - Port aux Basques submit the following priority list for the 2022 Municipal Capital Works Program.

- #1. DENNIS ROAD BOOSTER STATION - \$704,905.00 (Municipal Cost Share of Project (20%) – **\$132,670.88**)
- #2. GRAND BAY WEST WATERMAIN REPLACEMENT- \$205,279.00 (Municipal Cost Share of Project (20% - \$40,392.05)
- #3. HIGH STREET STORMWATER RECONSTRUCTIO \$687,522.00 (Municipal Cost Share of Project (20%) - \$ 129,399.22
- #4. PLEASANT STREET RECONSTRUCTION - \$262,906.00 (Municipal Cost Share of Project (20%) - **\$45,609.38**)

Voted for 7/Against 0

Motion Carried

Adjournment: It was moved by Councillor Lane and seconded by Councillor Ingram with no further business the meeting be adjourned at 7:57 pm.

Brian Button
Mayor

Julia Ingram
Town Celrk