

Resolved that we contact Glen Little expressing our concerns about the postponement of meetings that have been scheduled with Minister Kent and impress upon him to schedule a meeting with Minister Kent as soon as possible to deal with the issues on our agenda.

*Minutes:
Special Meeting
November 25/13*

Special Meeting of November 25, 2013

Mayor Burt asked if there were any errors or omissions to the minutes of the special meeting of November 25, 2013.

Motion #2013-12-09-2741 – Johnson/Stagg

Resolved that the minutes of the November 25, 2013 special meeting of council be adopted.

In favour 6; Opposed 0; Motion Carried

Delegations

Kirk Peddle, Hatch Mott Macdonald

Mr. Peddle was invited to attend our meeting to update council on the problems with the water system and some of our ongoing projects.

Water System

Work done in 2012 – Debris removed from the intake and site access road upgraded

Work done in 2013 – Emergency repairs to the control panels for chlorine and ph as a result of lightening strike and pigging/cleaning the line from Whirl Pond to OCI.

The issue of silt was discussed and Mr. Peddle explained that this is not an easy problem to rectify due to the fact that the watershed is used for hydro electric purposes whereby the water levels are always fluctuating causing the silt to continuously be disturbed resulting in the silt being drawn into our distribution system. Mr. Peddle stated that after several years of buildup in the distribution system the lines need to be cleaned and swabbed to try and improve the distribution system. He suggested that we schedule a meeting with the Engineering Department to get the issue dealt with on what it's going to cost and some solutions as to providing the town with clean drinking water.

Lift Stations

- Seaside Gary's and River Road will commence in 2014.
- He advised that the extra work that was approved to be completed by Chard's Construction for the lift station on Humby's Hill and Catalina is still not completed. He stated that after several attempts to have Chard's Construction complete the job to no avail, we try and negotiate with H&R Enterprises to do the job for similar prices as awarded.

Bridge on Humby's Hill

He advised that the estimated cost to replace the bridge on Humby's Hill is \$338,332.85 and the application has been completed for Capital Works funding.

After no more business from Mr. Peddle, Mayor Burt thanked him for his presentation and he departed the meeting.

Finance

1) Bills

Bills were presented in the amount of \$22,330.38.

Motion #2013-12-09-2742 – Blackmore/Cooper

Resolved that the bills be paid in the amount of \$22,330.38.

In favour 6; Opposed 0; Motion Carried

- 2) The Quick Statistics was presented as of December 5, 2013.
- 3) The Cheque Register was presented for the period of November 7-December 5, 2013. (Cheque #12451-12581)

Town Manager's Report

1) Land to be placed for sale

Meeting scheduled for Tuesday, December 17, 2013.

2) Tree Lighting

Scheduled for Tuesday, December 17, 2013 @ 7:00p.m.

3) Carol Sing and Star Lighting

The Town Manager advised that due to the Christmas concert at the school being the same time as our Annual Carol Sing

and Star Lighting we changed the date to Thursday, December 19, 2013 @ 7:00p.m.

Motion #2013-12-09-2743 – Stagg/Cooper

Resolved that we move into a privileged meeting at 6:03p.m.

In favour 6; Opposed 0; Motion Carried

Motion #2013-12-09-2744 – Stagg/Cooper

Resolved that we move back into the regular meeting at 6:18p.m.

In favour 6; Opposed 0; Motion Carried

Motion #2013-12-09-2745 – Stagg/Cullimore

Resolved that we compile information on job performance and forward to a lawyer to review it and make recommendations to council on disciplinary actions.

In favour 6; Opposed 0; Motion Carried

Public Works

Minutes of the November 19, 2013 meeting was presented for perusal and discussion.

- 1) A recommendation was put forth to schedule a meeting with Minister Nick McGrath, Transportation and Works to discuss the condition of Route 230 South of Melrose.

Motion #2013-12-09-2746 – Stagg/Johnson

Resolved that we contact the Honourable Nick McGrath to arrange a meeting to discuss the condition of Route 230 South of Melrose.

In favour 6; Opposed 0; Motion Carried

- 2) A recommendation was put forth to advertise for relief snowplow operators due to concerns with manpower availability.

Motion #2013-12-09-2747 – Stagg/Cooper

Resolved that we advertise for relief snowplow operators on an as needed basis.

In favour 6; Opposed 0; Motion Carried

- 3) A recommendation was put forth to change the hours in the waste disposal site for the winter months. The suggestion from our Town Foreman was to reduce the hours to 4 hours a day. This would allow for snow clearing to be done and the three operators can then rotate looking after the site.

Motion #2013-12-09-2748 – Stagg/Johnson

Resolved that we reduce the waste disposal site's hours to four (4) hours a day commencing on January 6, 2013.

In favour 6; Opposed 0; Motion Carried

- 4) A recommendation was put forth to have our maintenance staff do an estimate on the cost of installing water to either or both Dayton Road and Valley View Road under Capital Works.

Motion #2013-12-09-2749 – Johnson/Stagg

Resolved that we have our maintenance staff draft up an estimate on the cost of installing water to either or both Dayton Road and Valley View Road.

In favour 6; Opposed 0; Motion Carried

Minutes of the December 3, 2013 meeting was presented for perusal and discussion.

- 5) A recommendation was put forth to have council write a letter to the owners of properties 1-9 Kings Road and 6-8 Thorburn Road to have the buildings fixed up to an acceptable level or town down.

Motion #2013-12-09-2750 – Stagg/Johnson

Resolved that we write the owners of properties 1-9 Kings Road and 6-8 Thorburn Road to have their buildings fixed up to an acceptable level or torn down.

In favour 6; Opposed 0; Motion Carried

- 6) A recommendation was put forth to write the dilapidated property owners that did not comply with our letter that was written on August 8, 2013 giving them thirty (30)

days to do same or council will step in and do the necessary work required at the expense of the owner.

Motion #2013-12-09-2751 – Cooper/Cullimore

Resolved that we write the dilapidated property owners in the Spring (April 1, 2014) that did not comply with our letter dated August 8, 2013 giving them thirty (30) days to do same or council will do the necessary work required at the expense of the owner.

In favour 6; Opposed 0; Motion Carried

- 7) A recommendation was put forth to set up a committee consisting of council members to meet with the rightful owners of the row housing on Bungalow Hill to establish ownership.

Motion #2013-12-09-2752 – Blackmore/Stagg

Resolved that the committee consisting of Deputy Mayor Cooper, Mayor Burt and Councillor Stagg meet with the executive of the Sir William Ford Heritage Coaker Foundation to resolve the issue of the ownership of the row housing.

In favour 6; Opposed 0; Motion Carried

Recreation

Deputy Mayor Cooper advised that a meeting was held on November 28, 2013 at the Frank Power Chalet with seven (7) people in attendance but in total twelve (12) people are interested in forming a Recreation Commission. There is to be a meeting for the election of officers on January 16, 2014 @ 6:30p.m. at the Community Centre in Little Catalina.

Deputy Mayor Cooper stated that he took it upon himself to register the town for a “takeCHARGE OF YOUR TOWN Challenge” through Newfoundland Power. The challenge is from November 7, 2013 to April 18, 2014 and the winner of each population category will win \$7,500.

Coaker Foundation

Councillor Blackmore stated that they held their AGM on December 3, 2013 where the financial report was presented. She advised that some questions were raised and are now waiting to get clarification from their accounting firm.

Election of Officers is as follows: Chairman – Bruce Sweetland, Vice-Chairman – Shelly Blackmore, Treasurer – Harold Russell and Secretary – Joyce Poole.

She also advised they now have a database of the properties with their dimensions that were given to them from the Fishermen's Union Trading Company.

Tidy Towns

A report was presented from Councillor Tulk on a meeting he attended on November 14, 2013 at the 50+ Club.

Minutes of the meeting held on December 6, 2013 was presented for perusal and discussion.

- There were some concerns that the committee is operating with no terms of reference. It was suggested that we contact other towns to see if they have any terms of reference for a Tidy Towns Committee.
- A recommendation was put forth to have the town enter the Tidy Towns competition for 2014.

Motion #2013-12-09-2753 – Stagg/Cooper

Resolved that we enter into the 2014 Tidy Town Competition.

In favour 6; Opposed 0; Motion Carried

Economic Dev.

Minutes of the meeting held on October 28, 2013 was presented for perusal and discussion.

- A recommendation was put forth to invite John Johnson from the Royal Canadian Legion to be the new representative for the Not-for-Profit sector to sit on the committee.

Motion #2013-12-09-2754 – Cooper/Johnson

Resolved that we invite John Johnson from the Royal Canadian Legion to be a representative for the Not-for-Profit sector on the Economic Development Committee.

In favour 6; Opposed 0; Motion Carried

- A recommendation was put forth to adopt the Strategic Economic Plan 2013-2018.

Motion #2013-12-09-2755 – Blackmore/Cooper

Resolved that we adopt the Strategic Economic Plan 2013-2018 that was presented by the Economic Development Committee.

In favour 6; Opposed 0; Motion Carried

Minutes of the meeting held on December 2, 2013 was presented for perusal and discussion.

Correspondence

- 1) A travel claim was received from the Town Manager for travel expenses incurred from November 8-December 4, 2013 in the amount of \$423.53.

Motion #2013-12-09-2756 – Johnson/Blackmore

Resolved that we reimburse the Town Manager for travel expenses incurred from November 8-December 4, 2013 in the amount of \$423.53.

In favour 6; Opposed 0; Motion Carried

- 2) A referral letter was received from the Department of Natural Resources regarding a quarry permit for Ms. Gladys Stagg located West of abandoned Dump Road in Catalina.

Councillor Stagg declared herself in conflict of interest and departed the meeting at 7:52p.m.

Motion #2013-12-09-2757 – Cooper/Cullimore

Resolved that we contact the Department of Natural Resources advising that we have no objections to granting Ms. Gladys Stagg a quarry permit as per the referral letter.

In favour 6; Opposed 0; Motion Carried

Councillor Stagg returned to the meeting at 7:53p.m

- 3) A letter was received from the Municipalities Newfoundland and Labrador regarding the 2014 Membership Fees.

Motion #2013-12-09-2758 – Cooper/Stagg

Resolved that we pay the 2014 membership fees to the Municipalities Newfoundland and Labrador in the amount of \$2,153.92 (MNL - \$1,753.92, PMA - \$150.00 & Tidy Towns - \$250.00).

In favour 6; Opposed 0; Motion Carried

- 4) A letter was received from the Canadian Union of Postal Workers regarding the future of Canada Post.

Motion #2013-12-09-2759 – Stagg/Cullimore

Resolved that adopt the following resolutions:

Whereas the federal government will look at how it handles public postal services with a review of the Canadian Postal Service Charter in 2014.

Whereas the public has a right to have input on matters involving it's publicly owned post office.

Whereas the government could use the Charter review to reduce our public post office's obligation to provide service (instead of improving the Charter) and even lay the groundwork for privatizing or deregulating Canada Post.

Be It Resolved That the Municipality of Trinity Bay North write a letter to the Minister responsible for Canada Post to request 1) that the upcoming review of the Canadian Postal Service Charter be open to public input and 2) that the Charter be improved by:

- Ensuring that the moratorium on post office closures in small and rural communities protects the public nature of post office*
- Eliminating the exceptions to the moratorium*
- Extending the consultation process over possible closures and making the process and moratorium more transparent*
- Establishing an independent Canada Post ombudsperson to report on Canada Post's performance in meeting Charter expectations*
- Establishing a reasonable, uniform and democratic process for making changes to the postal and delivery network (closures, downsizing, removal of rural mailboxes, etc), but only after consultation with the public and other stakeholders.*

Whereas the federal government will look at how it handles public postal services with a review of the Canadian Postal Service Charter in 2014.

Whereas Canada Post is preparing for the review by campaigning for major service cuts.

Whereas Canada Post has already dramatically cut service by closing or downsizing public post offices, eliminating rural mailbox delivery and removing street letter collection boxes.

Whereas Canada Post and the federal government should do everything in its power to prevent additional cuts during the upcoming review, and instead deal with financial issues by adding revenue-generating services like many other post offices around the world, including lucrative financial services like bill payments, insurance and banking.

Be It Resolved That the Municipality of Trinity Bay North write a letter to the Minister responsible for Canada Post to request that the government consider innovative ways to generate postal revenue during the Charter review, including financial services like bill payments, insurance and banking.

In favour 6; Opposed 0; Motion Carried

- 5) A letter was received from the Port Union Lions Club seeking a donation towards their Santa Claus Parade held on December 7, 2013.

Motion #2013-12-09-2760 – Johnson/Blackmore

Resolved that we donate the proceeds of two (2) Saturday Night Card Games to the Santa Claus Parade.

In favour 6; Opposed 0; Motion Carried

- 6) A letter was received from Procom Data enclosing our 2014 support invoice in the amount of \$5,352.81.

Motion #2013-12-09-2761 – Cullimore/Cooper

Resolved that we pay the invoice for the 2014 support in the amount of \$5,352.81 and investigate the cost of having 2 users versus 3 users.

In favour 6; Opposed 0; Motion Carried

- 7) A letter was received from Clarenville Rentals Ltd. advising they are considering purchasing a commercial chipper and was wondering if this piece of equipment would be of interest to the town.

Motion #2013-12-09-2762 – Stagg/Blackmore

Resolved the letter be placed on file.

In favour 6; Opposed 0; Motion Carried

- 8) A letter was received from Richard Gill, Business Agent with the Transport and Allied Workers Local Union 855 advising that they are prepared to meet with Council on Tuesday, January 7, 2014 @ 10:00a.m. at the Town Hall to commence negotiations.

Motion #2013-12-09-2763 – Cooper/Johnson

Resolved that we commence negotiations with the members of the Transport and Allied Workers Local Union 855 on Tuesday, January 7, 2014 @ 10:00a.m. at the Town Hall.

In favour 6; Opposed 0; Motion Carried

- 9) An estimate was received from Hatch Mott MacDonald on the replacement of the bridge on Harbour Road in Melrose at a cost of \$338,332.85.
- 10) A letter was received from Crystal Vallis-Hart, Environmental Health Officer with Service NL advising of a partial boil water in the area of Humby's Hill beginning after Richard Feehan's to the end of the line.
- 11) A letter was received from Nick McGrath, Minister of Transportation and Works in response to our letter regarding brush cutting on Route 230. He advised that it has been listed for consideration as funding becomes available.
- 12) A letter was received from Derrick Bragg, President of PMA (Professional Municipal Administrators) giving a brief overview of the organization and the tentative schedule of training seminars in 2014.

- 13) A Discovery Regional Services Board report was presented by Mayor Donald Burt.
- 14) A Convention Report for 2013 was presented by Mayor Donald Burt.
- 15) A Trail Committee Meeting (November 29, 2013) report was presented by Councillor William Tulk.

New Business

1) Services Board Nomination

An email was received from Sarah Morgan with the Discovery Regional Services Board requesting a letter from the town nominating Mayor Donald Burt as a director for the Discovery Regional Services Board.

Motion #2013-12-09-2764 – Cooper/Stagg

Resolved that we nominate Mayor Donald Burt as a director for the Discovery Regional Services Board.

In favour 6; Opposed 0; Motion Carried

2) Planning Committee Representatives & Guidelines

It was decided to defer this to the next meeting.

3) Coaker Foundation Meeting

The Committee consisting of Mayor Burt, Deputy Mayor Cooper and Councillor Stagg as stated in Motion #2013-12-09-2752 meet with the executive of the Coaker Foundation.

4) Convention Reports

Mayor Burt advised that reports be submitted to council after each convention.

5) Policy on Covering Garbage

Mayor Burt suggested that the Town Manager draft up a policy on vehicles transporting garbage to the landfill site and report back to the next meeting.

6) Items included in Minutes

Mayor Burt made reference to the Roles & Responsibilities of Councillors on page 59 regarding Council Minutes.

7) Report on Van Expenses

Motion #2013-12-09-2765 – Stagg/Cooper
Resolved that we not entertain using the 1988 Dodge van assigned to recreation for any other use.
In favour 6; Opposed 0; Motion Carried

Notice of Motion **Motion #2013-12-09-2766 – Johnson/Cullimore**
Resolved that we amend the Rules of Procedure regarding dates of meetings at our next regular meeting.
In favour 6; Opposed 0; Motion Carried

Motion #2013-12-09-2767 – Stagg/Cullimore
Resolved that the meeting adjourn with the next regular meeting scheduled for January 13, 2014.
In favour 6; Opposed 0; Motion Carried
The meeting adjourned at 8:30p.m.

MAYOR

TOWN CLERK

Date

Date