



THE TOWN OF ROSE BLANCHE - HARBOUR LE COU

P.O. Box 159, Rose Blanche
Newfoundland and Labrador A0M 1P0
Tel: (709) 956-2540 Fax: (709) 956-2541
Email: townofroseblanche@nf.aibn.com

THE TOWN OF ROSE BLANCHE-HARBOUR LE COU REGULAR MEETING OF COUNCIL ON MONDAY, OCTOBER 25TH, 2021 @ 6:30 p.m.

Members Present

Mayor ----- Jennifer Keeping
Deputy Mayor ----- Gordon Edwards
Councillors ----- Gary Bateman (via video)
Fred Billard
Henry Lawrence
Craig Savoury (via video)
Frank Touchings

Also Present

Town Clerk ----- Tammy Farrell
Maintenance ----- Barry Spicer

Adoption of Minutes

Mayor Keeping called the meeting to order and asked if there were any errors or omissions to the minutes.

MOTION 83-2021 H.LAWRENCE/F.BILLARD

Resolved the minutes be adopted as circulated.

IN FAVOR 7; OPP 0; ABST 0; CARRIED

Adoption of Agenda

MOTION 84-2021 G.EDWARDS/H.LAWRENCE

Resolved the agenda be adopted as prepared.

IN FAVOR 7; OPP 0; ABST 0; CARRIED

Maintenance

Barry advised the loader is in need of repairs and needs to go to Corner Brook, as the technician could not do these repairs here on site. Mayor Jennifer Keeping also advised the tech said the loader was unsafe to use, therefore until the loader is trucked to Corner Brook and repaired, it will be out of commission. Harvey and Company to send estimate cost of the repairs. Barry to contact Manuel's Construction for quote on transporting the loader to Corner Brook. There is not warranty remaining on the Loader.

Clerk advised the repairs to the blade as been completed by David Farrell and the invoice totaled \$800.00 for labor.

MOTION 85-2021 F.TOUCHINGS/F.BILLARD

Resolved to pay the invoice for \$800.00 for blade repairs.

IN FAVOR 7; OPP 0; ABST 0; CARRIED

Delivery of Sand and Salt – Clerk advised received call from Manuel’s Construction today advising they will haul our sand and salt until December. Clerk advised Manuel’s to start hauling as soon as allowed.

BWA Program and Update – Barry is still working with Titia on the water readings, chlorine reports.

Quote was received from Aguathuna Consulting Co. to install new or old chlorination equipment at the reservoir. The est. cost is over \$65,000.00. There was a lot of discussion around this and the cost. Question was brought forth about why the tank levels could not be lower? Clerk advised she did not know the answer to this, just Municipal Affairs advised we should not to do this. More follow up needs to be done on this suggestion with Municipal Affairs and Greaterio. Deputy Mayor Edwards will follow up this.

Back Up Generator – Clerk advised permit from Government as been received. Council feels this should be completed now instead of waiting for new year. Clerk to contact H&S Electrical and J Time Construction to get this process moving. Council would also like a copy of permit emailed to them for review as well.

Old Building Brook – Clerk would like some guidance on how to proceed with this process. Only certified contractors can remove this building. The only disposal site for these materials is Wild Cove. Clerk to put out a request for quotes to have this building properly removed and disposed of.

Capital Works (New and Scope Meeting) – Scope Meeting scheduled via Zoom on Wednesday morning at 9:00 a.m. with Chris Power for the new funding for road work.

– Any Capital Works for upcoming 2022-2023 year has to be submitted by November 19, 2021. Council will submit an application if need be for Water System and the BWA.

Loader Issues – Discussed above

Water and Wastewater System Operator Seminar – Clerk asked if Maintenance man should attend this session being held November 16th to 19th. Council had no objection to this request. Clerk to register Barry for this.

Business Arising from Minutes

Asset Management Project – Clerk presented council with email pertaining the answers to the questions which was asked. There was still some discussion around this topic however council did agree to participate as long as the cost of \$4,888.00 do not change. If the cost changes council will re-visit this decision.

Rules of Procedure/Committees – Rules of Procedure given to council for review. Deputy Mayor Gordon Edwards would like to amend section 12(1) to state “Prior to each regular meeting of council, the clerk shall prepare an agenda of all business to be brought before Council and shall be delivered to council three (3) days prior to the regular meeting and along with all other require materials.”

MOTION 87-2021 G.EDWARDS/H.LAWRENCE

Resolved to adopt the rules of procedure with amendment to Section 12(1) as stated above.

IN FAVOR 7; OPP 0; ABST 0; CARRIED

Committees – Due to new council members, committee members need to be updated. The following changes have been made:

Public Works Committee

Mayor Jennifer Keeping
Deputy Mayor Gordon Edwards
Councillor Gary Bateman
Councillor Frank Touchings

Safety Committee

Mayor Jennifer Keeping
Councillor Gary Bateman
Councillor Henry Lawrence

Building/Planning Committee

Mayor Jennifer Keeping
Deputy Mayor Gordon Edwards
Councillor Fred Billard
Councillor Gary Bateman
Maintenance Barry Spicer

Human Resources (HR) Committee

Mayor Jennifer Keeping
Councillor Gary Bateman
Councillor Fred Billard
Councillor Henry Lawrence

Beautification Committee

Mayor Jennifer Keeping
Deputy Mayor Gordon Edwards
Councillor Henry Lawrence
Councillor Frank Touchings

Budget Committee

Mayor Jennifer Keeping
Councillor Frank Touchings
Town Clerk Tammy Farrell

Policy Committee

Mayor Jennifer Keeping
Deputy Mayor Gordon Edwards
Councillor Frank Touchings
Town Clerk Tammy Farrell

Representatives changes will be made to Rose Blanche Lighthouse Representative and Recreation Committee Representative.

– Rose Blanche Lighthouse Representative will be Mayor Jennifer Keeping and Councillor Frank Touchings will report if Mayor Jennifer Keeping cannot.

– Recreation Committee Representative will be Town Clerk Tammy Farrell and Maintenance Barry Spicer will report if Town Clerk cannot.

MOTION 88-2021 F.TOUCHINGS/F.BILLARD

Resolved to amend Motion 62-2021 and change the committee members as outlined above.

IN FAVOR 7; OPP 0; ABST 0; CARRIED

Debit Machine – Clerk gave email from representative from Chase payment. The total yearly cost would be \$407.40 along with a \$0.04 transaction fee for each transaction. The town would have to have at least 30 transactions per month to break even. There was some discussion around this and was decided not to have a debit machine. Clerk advised maybe can look at getting the town set up as a bill payment on individual accounts. Council suggested to gather more information on this and present at next meeting.

Bait Depot – The town is now the legal owners of the bait depot and the Electrical bill is reflected the same. Codroy Seafoods are available to meet Wednesday, October 27th at 1:30 p.m. to discuss the lease agreement, etc.

Clerk was asked to check into if the electrical is a demand rate or not.

Waste Management Update – Councillor Frank Touchings attended a meeting held on October 14th.

- Issues with getting the truck repaired. The turbo is ordered but due to COVID, but the Turbo is ordered.
- New Truck due November 2021
- Voted and Motioned that the Waste Collection Fee will increase \$10.00 per household per year in the upcoming year.
- Will be seeking government funding for another new truck new year

Lighthouse Committee Update – Mayor Jennifer Keeping gave the following update:

- Site is officially closed
- Working with contractors for the tower and wishing well
- Museum will be getting roof repairs
- If CEEP is approved for the town, workers can't paint interior of buildings that need to be done.

Fire Department Update – Councillor Fred Billard gave the following:

- Grand in the Hand tickets on sale
- Looking at purchasing transport vehicle. NL Power was contacted however they send all their vehicles to St. John's for auction. Also contacted Marie Atlantic, however still no reply back. May look at going through a dealership. Councillor Craig Savoury advised to contact Department of Transportation as they auction off their vehicles each year.
- Last Fire Drill all equipment was working
- Looking at having a Firemen's Ball this upcoming Spring, depending on COVID.

Recreation Committee Update – Town Clerk gave the following:

- 1049 ticket draw on the go now
- Successful Dart shoot
- 50 plus on October 24th
- Auction with Kinsmen and Fire Department, November 13th
- Bon Fire Nov. 5th, if we can get boughs cut
- Discussion around Co-ordinator again

New Business

Budget 2022 – Clerk advised due to this year's election, the budget do not have to be adopted until January 1st and submitted to Municipal Affairs by January 31st.

Emergency Plan and Training – Judy Brake from FES came and meet with Clerk and Part Time Clerk and went over the new templates to update the Town’s Emergency Plan. Training sessions will be available to all council, Fire Department Members and other members of Emergency Plan Committee. Due to the time frame with budget, year end, etc. council felt training would be better in the new year. Clerk to advise Ms. Brake of this.

Council Orientation Training – Deputy Mayor Gordon Edwards attended this training in Stephenville October 19th. He advised there is a lot of information in this session. He was surprised however, there were not more members in attendance. This training qualifies for Matched Fund, clerk to submit reimbursement application for this.

Regional Meeting and Training Deer Lake – Is scheduled for October 28th and 29th. Clerk registered to attend. This training will qualify for Matched Fund as well.

MNL Convention and Trade Show – Is scheduled for November 3-6th in Corner Brook. Due to other commitments, no one is unable to attend at this time.

Back Door Key – Mayor Jennifer Keeping brought this forth for the Lighthouse Board as every time they meet, someone has to come and get the key. No issues in giving the board a key as long as someone will take responsibility of it. Councillor Frank Touchings who is also a board member will take the back door key on behalf of the Lighthouse Committee.

Town Website – Deputy Mayor Gordon Edwards brought the idea forth for the town to have an official website. He has been looking into the idea and say there is funding available for setup, etc. He will continue to look into this and bring forth any updates at the next meeting. Council was in agreement with this idea.

Councillor Gary Bateman left the meeting at 9:30 p.m.

Lamination Equipment – Clerk brought forth inquiries from the residents if the town will purchase this piece of equipment. Clerk checked with other municipalities. The ones that do have this, do not use it very often. Council decided not to purchase lamination equipment at this time.

VaxPass for Town Buildings – There was some discussion around this and if people should show it when entering all town buildings, including town hall.

MOTION 89-2021 G.EDWARDS/H.LAWRENCE

Resolved that it will be mandatory for people to show vax passports when entering all town buildings.

IN FAVOUR 6; OPP 0; ABST 0; CARRIED

Milage/Meals - Training/Meetings – Clerk advised due to the rising cost of gas, food, etc., council needs to look at increasing these rates at the budget meeting.

Western Regional Service Board Program – Clerk presented Western Regional Service Board Enforcement Program. This program would allow towns to benefit in enforcement for items such as animal control; enforcing by-laws; etc. The fee for this would be \$300/per day. Council had some discussion around this, but was not interested in this program right now.

Other Concerns – Councillor Frank Touchings gave a budget update. There are a few areas of concern with regards to incoming taxes. Will keep monitoring this.

– Clerk advised still do not have asphalt invoices, Barry to contact supplier.

– Mayor Jennifer Keeping brought forth Christmas Supper. Clerk to find out dates available and forward to council and staff.

– Clerk will be off Tuesday and Wednesday afternoon due to appointments and funeral.

– Deputy Mayor Gordon Edwards stated meetings should stay on course and not take so long. Meetings are usually not this long however there was a lot on the agenda to discuss with new council members.

Correspondence

FROM: Western Health **REGARDING:** Representation from Town to sit on the Community Advisory Committee **ACTION:** Council requested more information on the details of sitting on the committee re: participation, in person, zoom, etc. Clerk to contact Leanne Fleming for these concerns.

FROM: Municipal Assessment Agency **REGARDING:** Nomination for Western Regional Director Board Member **ACTION:** No one interested at this time.

FROM: Grandy's River Collegiate **REGARDING:** Donation to Kids Eat Smart Foundation, Breakfast Program **ACTION:** **MOTION 89-2021 F.TOUCHINGS/G.EDWARDS**

Resolved to donate \$50.00 towards the Breakfast Program at Grandy's River Collegiate.

IN FAVOUR 6; OPP 0; ABST 0; CARRIED

FROM: Resident Rose Blanche-Harbour Le Cou **REGARDING:** Upcoming snow clearing season and request not to pile snow on their properties **ACTION:** Clerk to send letter advising resident they will inform maintenance of this request, however snow clearing and safe roads are main priority. Maintenance also requested scrubs and rose bushes at the property need to be cut back from the road to avoid damages as well. Clerk to include this request in the same letter.

FROM: Resident of Rose Blanche-Harbour Le Cou **REGARDING:** Land, Right of Way Dispute and reason for correspondence being sent to them **ACTION:** Clerk to reply with letter to resident advising why letter was sent and will also advise this is not a council issue and council will not be participating in any discussion between both property owners.

Finances

MOTION 90-2021 H.LAWRENCE/G.EDWARDS

Resolved the list of accounts payable on the agenda be approved for payment.

IN FAVOUR 6; OPP 0; ABST 0; CARRIED

Adjournment

MOTION 91-2021 F.BILLARD/F.TOUCHINGS

Resolved the meeting be adjourned at 10:45 p.m.

IN FAVOUR 6; OPP 0; ABST 0; CARRIED

Mayor

Town Clerk