

**TOWN OF HANTS HARBOUR
REGULAR COUNCIL MEETING**

AGENDA

April 25th 2024

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. PRESENTATIONS**
- 4. MINUTES - ERRORS OR OMISSIONS**
- 5. ADOPT MINUTES**
- 6. QUESTIONS/REPORTS/ACTIONABLE ITEMS**
 - Maintenance Update
 - Update from Lawyer - Court
 - Annual Chlorine House Inspection
 - Garbage Collection Update
 - Water/Sewer Hookup - Caplin Cove
 - Naxolone Kits - Update
 - Job Creation Program - invoice and returns
 - Harassment Policy
 - New Horizons Report
 - Invoices for Recreation and Fire Dept
 - Brook Swimming Area
- 7. APPLICATIONS**
 - NL Power
 - 118 Hants Harbour Road
- 8. FINANCIAL REPORT**
- 9. BILLS**
- 10. CORRESPONDENCE**
- 11. NEW BUSINESS**
 - Council Disclosure Statements
 - Letter from Resident - 5 Church Hill
 - Local Service District - Fire Fees
 - Disability Parking/marked parking spots
 - Joint Mayors - Promotional Tourism Video
 - Resident Complaints - Meade Gardens Road Snow clearing, animal waste, post broken, rocks falling
 - Kevin Green's standpipe
- 12. MEMBERS CONCERNS**
- 13. ADJOURNMENT**

TOWN OF HANTS HARBOUR
Regular Council Meeting
April 25th, 2024

A regular meeting of council was held on the above date at 7:00pm. In attendance were the following:

Eric Tuck	-	Mayor
Terry Ash	-	Deputy Mayor
Edgar Soper	-	Councillor
Judy King	-	Councillor
Donald Green	-	Councillor
Jana Noonan	-	Councillor (arrived at 8:30pm)
Betty Tuck	-	Town Clerk/Manager

Absent:

Alan Ash	-	Councillor
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Called to Order

Mayor Eric called the meeting to order at 7:08am

Agenda

Motion 2024-053 moved by Councillor Donald and seconded by Councillor Edgar to accept the agenda as presented.

In favor: 5

Mayor:	Eric Tuck
Deputy Mayor:	Terry Ash
Councillors:	Donald Green
	Edgar Soper
	Judy King

Opposed: 0

Abstained: 0

Motion Carried

Minutes

Motion 2024-054 moved by Councillor Donald and seconded by Deputy Mayor Terry to accept the minutes of March 26th, 2024 as presented

In favor: 5

Mayor:	Eric Tuck
Deputy Mayor:	Terry Ash
Councillors:	Donald Green
	Edgar Soper
	Judy King

Opposed: 0

Abstained: 0

Motion Carried

Questions/Actionable Items

Motion 2024-055 moved by Deputy Mayor Terry and seconded by Councillor Edgar to accept the Actionable Items report for April 25th as presented.

In favor: 5

Mayor:	Eric Tuck
Deputy Mayor:	Terry Ash
Councillors:	Donald Green
	Edgar Soper
	Judy King

Opposed: 0
Abstained: 0
Motion Carried

Maintenance Deputy Mayor Terry provided an update.
Update

Update from Mayor Eric provided an update. Consensus was to continue on to the June court
Lawyer re: court date

Annual Chlorine Cost estimate of \$5285.00 plus HST. A discussion followed.
House

Inspection Motion 2024-056 moved by Deputy Mayor Terry and seconded by Councillor
Donald to accept the cost quote as received for the annual chlorine inspection and
have the work done as soon as possible.

In favor: 5

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
 Edgar Soper
 Judy King

Opposed: 0
Abstained: 0
Motion Carried

Garbage A discussion was held regarding recyclable collection, bulk garbage and metals.
Collection Consensus was to wait until June to do the bulk garbage, however ask Glenn if he
Update would mind picking up what metals that are out around and stock pile until the
 container arrive. Recycling can start now, send out a newsletter advising of the
 process, how to bag the products, etc advise that any sod cans, etc can be given to
 Willowtree Heritage. Find out what is to be done with electronics/tires, etc.

Water and Mayor Eric and Deputy Mayor Terry will check into this before the next meeting.
Sewer Hookup -
Caplin Cove

Naxolone Kits Betty provided an overview of the training provided by the Volunteer members of
U-Turn Addictions Drop-in Center and explained the kits that were given to the
town, fire dept and recreation group. A discussion followed.

Motion 2024-057 moved by Councillor Edgar and seconded by Councillor Judy to
donate \$100 to this very worthy group.

In favor: 5

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
 Edgar Soper
 Judy King

Opposed: 0
Abstained: 0
Motion Carried

Job Creation Partnership Program - invoice	A discussion followed <u>Motion 2024-058</u> moved by Councillor Edgar and seconded by Deputy Mayor Terry that due to there being no justification for the invoice presented, no signed contract or agreement in place at the beginning of the project to rent tools or use vehicle and also there was no mention of the missing item when the incidents occurred to warrant expenses, no payment will be issued. In favor: 5 Mayor: Eric Tuck Deputy Mayor: Terry Ash Councillors: Donald Green Edgar Soper Judy King Opposed: 0 Abstained: 0 Motion Carried
Harassment Policy and Poster	A sample policy and poster was presented for discussion. <u>Motion 2024-059</u> moved by Deputy Mayor Terry and seconded by Councillor Donald to accept the policy and poster as presented and incorporate into the town's policies/regulations In favor: 5 Mayor: Eric Tuck Deputy Mayor: Terry Ash Councillors: Donald Green Edgar Soper Judy King Opposed: 0 Abstained: 0 Motion Carried
New Horizons Project Report	<u>Motion 2024-060</u> moved by Councillor Donald and seconded by Councillor Edgar to accept the New Horizons report as presented. In favor: 5 Mayor: Eric Tuck Deputy Mayor: Terry Ash Councillors: Donald Green Edgar Soper Judy King Opposed: 0 Abstained: 0 Motion Carried
Invoices for Recreation and fire department	Everything is in order.
Brook Swimming area	Councillor Jana hasn't been in contact with the representative at DFO but will try to make contact before the next meeting.
Arrears - Water Shut offs	No water shut offs took place as agreements were put in place. A discussion followed. Mayor Eric stated that a finance committee meeting is required and should take place in the next week or so. Councillor Jana stated that she will make contact with members for a date and time.

Applications

An application was received from NL Power wishing to install a pole and anchor at 45-73 Main Highway.

Motion 2024-061 moved by Councillor Donald and seconded by Deputy Mayor Terry to approve the application as presented via email of April 3rd.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

An application was received from 118-124 Hants Harbour Road wanting to construct a wharf and cribbing behind their large shed. A discussion followed

Motion 2024-062 moved by Deputy Mayor Terry and seconded by Councillor Edgar to approve the application as presented, advise to adhere by all government regulations especially DFO and Water resources.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

Financial Report

Motion 2024-063 moved by Councillor Donald and seconded by Councillor Judy to accept the financial report for April 25th, 2024 with the addition of an invoice from Bell Aliant and Municipal Operating Grant.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

Bills

Questions arising from the bills regarding the electrical for the recreation building and the liftstations. turn off the HVAC system after May 9th, contact Xylem for a cost quote to do an annual inspection on the liftstations

Motion 2024-064 moved by Deputy Mayor Terry and seconded by Councillor Donald to pay all bills as presented for April 25th 2024.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

Motion 2024-065 moved by Deputy Mayor Terry and seconded by Councillor Edgar to transfer \$40000 to the GIC account.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

Correspondence

1. Department of Municipal and Provincial Affairs
Circular - Mandatory orientation training dates and times
2. Eastern Regional Service Board
Volunteer Community Clean up events. They will give community groups an opportunity to access the waste recovery facilities to dispose of waste collected during their clean ups
3. Wooden Boat Museum
Membership Renewal Package
4. MHA Steve Crocker's Office
Cultural Economic Development Program - Arts Infrastructure and Programming Fund.
Consensus was to forward to the Willowtree Heritage Treasurer
5. MHA Steve Crocker's Office
Active NL Fund Application. A discussion followed.

Motion 2024-066 moved by Councillor Jana and seconded by Councillor Edgar to apply for funding to assist with the purchase of playground equipment.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

6. Baccalieu Collegiate
Seeking donation towards their yearbook for 2023-2024
7. Baccalieu Collegiate
Seeking donation towards the Drama Club who will be competing in the Provincial Drama Festival in Corner Brook from May 2nd - 5th
8. Community Development NL
Terry Fox Marathon of Hope - Seeking donation
9. Newfoundland and Labrador Hydro
2024 Town Challenge - TakeChargeNL - seeking proposals aimed at encouraging residents and municipalities to reduce their energy use
10. Government of NL
Offering a chlorine/ammonia handling and response training in Grand Falls - Winsor in early June

Motion 2024-067 moved by Councillor Judy and seconded by Deputy Mayor Terry to accept the correspondence as presented, deal with the items as outlined in the discussion, and place it on file.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

New Business

A. Council Disclosure Statements

Betty provided forms for councillors to complete and return as soon as possible

B. Letter from Resident - 5 Church Hill

A discussion was held.

Motion 2024-068 moved by Deputy Mayor Terry and seconded by Councillor Donald to write the individual and apologize for the oversight explain that we had new operators and rest assured the laneway will be cleared next winter.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

C. Local Service District - New Chelsea/Lead Cove

A discussion was held regarding the amount collected and arrears owing. Due to having no jurisdiction in the area, the town cannot write letters to residents or interfere with the collection process.

Motion 2024-069 moved by Councillor Donald and seconded by Deputy Mayor Terry to accept the letter and update on the LSD

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

D. Disability Parking/marked parking spots

A cost quote was presented from All Clear Asphalt for \$675 plus HST. A discussion followed.

Motion 2024-070 moved by Deputy Mayor Terry and seconded by Councillor Jana to recheck to make sure the price quoted is correct, if so proceed with getting the work done.

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash
Councillors: Donald Green
Edgar Soper
Judy King
Jana Noonan

Opposed: 0

Abstained: 0

Motion Carried

E. Joint Mayors - Promotional Tourism Video

A discussion was held.

Motion 2024-071 moved by Councillor Jana and seconded by Councillor Donald to participate in this offer if all 11 towns are on board if not will the price be revised, if so the town wishes to know what the difference would be

In favor: 6

Mayor: Eric Tuck
Deputy Mayor: Terry Ash

Opposed: 0
Abstained: 0
Motion Carried

F. Resident Complaints

Betty advised council that there were several verbal complaints received from an individual. Street sign post is broken off and needs to be replaced - this will be fixed as soon as possible
People not cleaning up after their animals in Meade Gardens and letting them run freely - not much the town can do to stop this as we don't have enforcement officers
Falling rocks off cliff in Custards Head, dangerous for people - not much can be done with this however it will be monitored
Snowclearing in Meade Gardens - this concern will be revisited in the fall when plans are being made for snowclearing. A discussion followed regarding building up the Meade Gardens Road. Consensus was to get a cost quote from David Hopkins for the next meeting

G. Kevin Green's Standpipe

Betty informed council of a discussion held with Mr. Green. Consensus was that he has water and pressure so its not an emergency situation, however the standpipe will be fixed this summer.

Members Concerns

1. Land in Meade Gardens

A discussion was held regarding a piece of land supposedly belonging to the town now has the name and phone number of another individual. Consensus was to put together whatever land that is in the town's name and have a discussion.

2. New Horizon Items

Mayor Eric stated that he felt it was time to dispose of the items accumulated from the New Horizons Programs over the years. A discussion was held. Consensus was to put together a list of items available and plan for an auction over two days on a weekend.

3. Men's bathroom in Recreation Building

Councillor Donald stated that one of the urinals in the men's washroom isn't working and should have a Out of Order sign on it. Betty will ensure this gets done.

4. Speed Bump

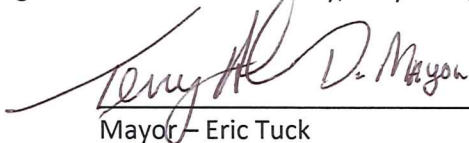
A request has been received for a speed bump on Western Bay Road. Consensus was to have put in place as soon as possible.

Adjournment

Motion 2024-072 moved by Councillor Jana and seconded by Councillor Donald that there being no further business meeting adjourned.

Meeting adjourned at 10:30pm. The next regular meeting is to be held on Thursday, May 23rd, 2024 at 7:30pm unless otherwise required.


Recording Secretary – Betty Tuck
Town Clerk/Manager


Mayor – Eric Tuck

ACTIONABLE ITEMS

April 25th 2024

Actionable Items from previous meetings March 26th 2024

1. Town land
I have delayed focusing on this item as there are priorities that need to be addressed, will check into this further at a later date
2. Buckle Properties
Discussion to be held during tonight's meeting
3. Meeting with MP
Latest response:
Hoping all is well with you since we last spoke. We've briefed Churence on you reaching out about this and I can assure you, MP Rogers has been advocating the department on this issue for quite some time now. Yours is not the only town we've heard from on this issue and Churence is aware of the financial strain this is causing on many of our towns in the Riding. Churence and all the NL Lib MP's are looking into this matter and I'll get a recent update on where things are with this and get back to you.

Talk soon,
Barb
4. Brook Slipway
Legal documents have been received and on file for land ownership
5. Annual Service on Chlorine House
To be discussed
6. Garbage Collection
To be discussed at tonight's meeting
7. Meeting with MHA
Nothing new to report, I have emailed again
8. Application - 16 Meade Road
Letter sent advising of approval
9. GIC Account and Gas Tax Account
Amounts on listed on the financial report
10. Wires in Caplin Cove
Bell Aliant investigated the area and found a couple of wires that are their responsibility and Eastlink viewed the area for other wires however I haven't heard if they did anything
11. Envirofest Grant Application
Unfortunately the deadline was missed and the application wasn't submitted
12. Harassment Policy
To be discussed
13. Hants Harbour Lions Club
Letter as per motion was sent to Michael Foote who acknowledged receipt and thanked council for their support and understanding.

14. Gas Tax Expenditure Report
Has been submitted to government
15. Recreation Report
I have emailed Korri to thank her for the report and to acknowledge their efforts and good work.
16. Recycling Ladies Recognition
I have sent a letter to Craig Pelley, who is the treasurer of the Heritage Museum, as per motion set by council. He has acknowledged receipt and will bring forward to the Heritage committee.
17. Supplies for office
Shelving has been ordered, laptop has been repaired (mainboard was gone but it was cheaper to replace that then to buy a new laptop, recommendation from Bitz and Bytes that the laptop was worth fixing), the main computer tower will be upgraded and cleaned up when I have a long weekend or holidays as I need it to do work, the window blinds are being ordered, trying to find the best pricing
18. Arrears - water shut offs
Letter was sent as necessary, resident made arrangements to pay. The remainder of those in arrears do not have any water to shut off therefore council needs to decide if they are going to expropriate property (needs to be done through the legal system)
19. New Horizons Report
To be discussed

TOWN OF HANTS HARBOUR		
	<u>Financial Report</u>	
	April 25th 2024	
<u>Revenue</u>	<u>Amount</u>	<u>Comments</u>
Balance as of March 26th	\$11,635.65	
Deposit - March 28th	\$3,894.45	
Deposit -April 5th	\$762.04	
Deposit - April 12th	\$2,716.56	
Deposit - April 19th	\$11,571.78	
Interac -March 2th- April 22nd	\$1,717.50	
EMT - Mar 26th-April 22nd	\$13,186.90	
Canada Post	\$350.00	
Government Payroll Deductions	\$100.00	
CIBC Mortgage taxes	\$1,045.00	
Scotiabank Mortgage taxes	\$4,062.90	
Community Enhancement Program	\$1,183.55	
MOG	\$28,247.88	
GST rebate		
Provincial gas tax		
Loan Proceeds		
Transfer from GIC		
TOTAL	\$80,474.21	
GIC Investment Account	\$36,236.86	Balance as of April 19th 2024
Gas Tax Account	\$8,835.00	Government negotiating new agreement
<u>Bills</u>		
Payroll (May 3rd - 31st)	\$4,532.00	Town Clerk/Manager
	\$250.00	Janitorial Services
Canada Revenue Agency	\$1,087.12	Remittance for April

Derrick Seward		\$608.33	Monthly Payment - Water Agreement
Cal Legrow Insurance		\$1,849.17	Monthly Insurance Payment
Betty Tuck		\$151.20	Travel - April
CIBC		\$5,230.00	
Scotiabank		\$200.00	Tax Free Savings (April)
Bell Aliant		\$520.32	Town Telephones
NL Power			
Pager System		\$24.01	
Brook Liftstation		\$629.77	
Fire Hall		\$540.10	
Maintenance Building		\$54.91	
Recreation Building		\$944.98	
Chlorine house		\$341.80	
Area lighting		\$1,695.03	
Outfall		\$134.18	
Joint Mayors Association		\$350.00	Membership Fee
Richard Power CPA		\$948.75	Preparation of Annual Gas Tax Expenditure
Mike's Auto Repair		\$1,489.76	Repairs to backhoe
Richard Power CPA		\$3,450.00	Interium billing for 2023 audit
Telmatik		\$74.75	Alert System Fee
Municipal Assessment Agency		\$2,437.50	2nd quarter fees
Hindy's Gas Bar		\$102.56	Fuel
Eugene Pryor		\$40.00	Clearing of snow at end of Western Bay Road
Stewart McKelvey		\$3,980.72	Legal fees
Orkin Canada Corporation		\$145.94	Pest Control
Bitz & Bytez Technology		\$247.25	Repairs to laptop
Dicks and Company		\$52.89	Office Supplies
Ultramar		\$29.03	Interest on invoice
RFS Canada		\$173.75	Copier Lease
Sherry's Seaside Store		\$68.17	Supplies
Brenntag Canada		\$2,063.12	Chlorine Tanks
Scotiabank Visa		\$1,012.54	Canada Post (\$246.79), Hotel Gander (465.75), Province of NL (\$300)
EMCO Corporation		\$660.31	Water supplies
Total Owing		\$36,119.96	

April 25th 2024

ITEM	DESCRIPTION	COMMENTS
Department of Municipal and Provincial Affairs	Mandatory Orientation Training dates and times	
Eastern Regional Service Board	Volunteer Community Clean-up Events. They will give community groups an opportunity to access the waste recovery facilities to dispose of waste collected during their clean up events.	
Wooden Boat Museum	Membership Renewal Package	
Steve Crockers Office	Cultural Economic Development Program - Arts Infrastructure and Programming fund	
Steve Crockers Office	Active NL Fund application	
Baccalieu Collegiate	Seeking donation towards their yearbook for 2023-2024	
Baccalieu Collegiate	Seeking donation towards the Drama Club who will be competing in the Provincial Drama Festival in Corner Brook from May 2nd - 5th	
Community Development NL	Terry Fox Marathon of Hope - Seeking donation	
Newfoundland and Labrador Hydro	2024 Town Challenge - TakeChargeNL - seeking proposals aimed at encouraging residents and municipalities to reduce their energy use	
Government of NL	Offering a Chlorine/Ammonia Handling and Response Training in Grand Falls-Winsor in Early June	
The Advisor	Magazine	