

A regular meeting of Council was held on Monday, May 4, at 7:00 p.m.

Members Present: Mayor Jim Miller – Lester Garland House
Deputy Mayor Joan Kane – Joined in by Zoom
Councillor Thomas Toope – Lester Garland House
Councillor Dawne Marlow – Joined in by Zoom
Councillor Karen Huys – Joined in by Zoom
Town Clerk/Manager Linda Sweet – Lester Garland House

Regrets: Water & Sewer Operator Glen Vokey

Motion 2020-05-18: was made by Councillor Huys to adopt the minutes of March 2, 2020, it was seconded by Councillor Marlow. Five in favor, motion carried.

Motion 2020-05-19: was made by Deputy Mayor Kane to adopt the agenda, it was seconded by Councillor Huys. Five in favor, motion carried.

Business Arising from Minutes

Mayor Miller informed Council that we received three bids for the renovation work on the Parish Hall and all were over budget. Can-Am Platforms & Construction Ltd. \$676,277.00, R & D Constructions Ltd., \$688,850.00 and Bulldog Contracting Ltd., \$817,825.26. He went on to say that he has been in discussions with our engineer Peter Jackson regarding the results of the tenders and they both agree that the difference in the two lowest bids were close but they had concerns about the lowest tender. He explained that all were asked to put in a separate quote for the tower on the Parish Hall and the lowest bidder was \$20,000.00, the seconded lowest was \$97,000.00, and the highest bidder was \$123,000.00, which may mean the lowest bidder didn't do the research needed to make the proper repairs to the tower and may be disqualified. As well R & D Constructions Ltd. visited the site on three different occasions and called many times for clarification on the work to be completed and has experience doing heritage restoration work. A discussion took place and Council agreed for Mayor Miller to work with the Department of Municipal Affairs and Environment to have them cover the additional funding necessary to complete the project.

Mayor Miller informed Council that the Central Park project has been cancelled and funds that were disbursed by the province are being recalled. He went on to say that in discussions with ACOA and the province the Town can re-apply for this work to be completed during Post-Covid-19. He went on to say that we would update the proposal and have it ready to go as soon as funding announcements get released.

Councillor Huys had some concerns about the playground equipment during Covid-19 and suggested it be tapped off and some of the equipment removed. Council agreed to tape off the equipment area and remove the small house/slide structure as it is in poor condition.

Mayor Miller informed Council that the amendment for Rural Land Use Designation for Remote Cottages was advertised and we didn't receive any objections/concerns. A discussion took place and **Resolution 2020-05-20:** was made by Councillor Huys to adopt the amendment and appoint a commissioner to hold a public hearing, it was seconded by Councillor Marlow. Five in favor, resolution carried.

Mayor Miller informed Council that our Town Planner has the results of the sign survey compiled for review. A discussion took place and Council agreed to review and bring back recommendation for the next meeting.

Mayor Miller informed Council that the Town Clerk/Manager has filed the trail application for the South Side to Crown Lands.

Fire Department

Mayor Miller informed Council that at the annual meeting in March the members of the fire department elected George Hayter to serve another term as Fire Chief. A discussion took place and **Resolution 2020-05-21:** was made by Councillor Marlow to accept George Hayter as Fire Chief, it was seconded by Councillor Toope. Five in favor, resolution carried.

Mayor Miller informed Council that he has regular contact with the Fire Chief Hayter via text. He went on to say that the department is doing weekly checks at the building and giving the trucks a run all while keeping social distancing. As well we have four members doing fire works training via web.

Mayor Miller informed Council that our website is down and we should consider having a new one designed. A discussion took place and Council agreed to put out an RFP to have a new website designed.

Heritage Committee

Mayor Miller informed Council that 2 Gallivan's Lane has applied to build a greenhouse and the heritage committee has no objections. A discussion took place and Council agreed they would like to see a plot plan to with setback requirements to make sure where the greenhouse was going and once received would review and if all was in order would approve through email.

Incoming Correspondence

- a) Provincial Wastewater Technologies Inc. RE: New company which offers advanced wastewater treatment solutions. March 5, 2020 - File
- b) Dept. of Municipal Affairs RE: Approval to proceed with a public tender call for the Parish Hall. March 6, 2020 - File
- c) Dept. of Municipal Affairs RE: Fire Protection Services. March 16, 2020 - File
- d) Chamber RE: Year in Review 2019. March 16, 2020 - File

- e) Dept. of Children, Seniors and Social Development RE: Grant for small infrastructure \$9,000.00. March 24, 2020 – Funds are deposited.
- f) Dept. of Municipal Affairs RE: Updates to Municipal Water, Sewer and Roads Master Construction Specifications. March 25, 2020 - File
- g) Dept. of Municipal Affairs RE: COVID-19 Municipal States of Emergency. March 27, 2020 - File
- h) Wooden Boat Museum RE: Highlights of 2019. April 1, 2020 - File
- i) Dept. of Municipal Affairs RE: PCA Change Order Approval. April 3, 2020 - File
- j) 68 Route 239 RE: Request to reduce the business mil rate. April 7, 2020 – Town Clerk/Manager explained that prior to property tax businesses had to bring in audited statements and based on the gross revenue we charged 2.5% for business tax. Once property tax was implemented we tried to keep the business tax as per previous years so based on the tenant portion value is how we determined the mil rate. She went on to explain that the assessed value has gone up a bit over the years but the mil rate has not been decreased. She also noted that we cannot compare the mil rate in other communities to determine how we come up with our mil rate. A discussion took place and Council agreed that they would consider looking at the mil rate for 2021 and all business taxes may need to be adjusted for 2020 due to Covid-19. Town Clerk/Manager to touch base with nearby municipalities to review their rates for similar type businesses.
- k) Dept. of Municipal Affairs RE: Code requirements and safety precautions at the gas station. April 9, 2020 - File
- l) Dept. of Municipal Affairs RE: Urban and Rural Planning Act - Public Hearings, Registrations and Appeals. April 13, 2020 - File
- m) Dept. of Municipal Affairs RE: Municipal legislation during COVID-19. April 13, 2020 - File
- n) Municipal Assessment Agency RE: 2021 assessments. April 13, 2020 - File
- o) Dept. of Municipal Affairs RE: New MAE Tenders. April 21, 2020 - File
- p) Service NL RE: Fire and Life Safety approval for 7 Dock Lane. April 21, 2020 - File
- q) Fire Services RE: Requirements for inspection/testing/maintenance of Fire and Life Safety Equipment during the Covid Pandemic. April 23, 2020 - Filer) Dept. of Municipal Affairs RE: Availability, Storage and Handling of Chlorine Disinfection Products for Drinking Water during Covid-19. April 23, 2020 – File
- r) PMA RE: Municipal Clerks Week – May 3-9, 2020. May 4, 2020 – Council thanked the Town Clerk/Manager for her commitment to the Town and her work.
- s) Celebrate Canada RE: We can postpone or modify Canada Day. May 4, 2020 – Council agreed to wait until the next regular meeting to make a decision.

Outgoing Correspondence

- Letter of support for the Farm and Market in Clarendville - File
- Signed proclamation for the month of April 2020 as Child Abuse Prevention Month. - File

Invoices for Operating Account from March 1st to April 30th, 2020, \$50,052.39. A discussion took place and **Motion 2020-05-22:** was made by Councillor Toope to pay the invoices in the operating account, it was seconded by Councillor Marlow. Five in favor, motion carried.

Income for Operating Account March 1st to April 30, 2020, \$121,286.21

Finances:

Operating Account	\$172,615.14
Recreation Account	\$7,681.30
Winter Carnival supplies	97.22
Recreation Account	\$7,584.08
Playground Account	\$2,024.85
Equipment Grant	9,000.00
Playground Account	\$11,024.85
Trinity Festival Account	\$1,129.60

A discussion took place and **Motion 2020-05-23:** was made by Deputy Mayor Kane to approve the finances as presented, it was seconded by Councillor Huys. Five in favor, motion carried.

New Business

Mayor Miller informed Council that due to Covid-19 business tax has been a discussion with other towns and with the Department of Municipal Affairs and Environment. He also went on to explain that the Town Clerk/Manager is informing anyone who inquires to hold off on paying the business tax until further notice. A discussion took place and Council agreed to wait until we get further notice from the department before making any further decisions. For any business that had already paid their taxes once a decision is made regarding payments for 2020 they will be informed about possible refunds and or credits for another year.

Mayor Miller informed Council that we had several residents looking to be compensated for damages done to fences during snow clearing. A discussion took place and Council agreed that they would not be compensating for fence repairs as this is our standard policy for many years. It was agreed however that before next winter Council would do the following: a) encourage residents to place markers on their fencing b) meet with the contractor to determine any areas where snow could be pushed and/or stockpiled during the winter c) Council and the Heritage Committee will recommend to those installing new paling/picket fences that they be installed to be removable during the winter months..

Mayor Miller asked if we should have spring cleanup in May or wait until later in June and Council decided to wait until June.

Town Clerk/Manager informed Council that the two garbage boxes on West Street are in bad condition and suggested having them removed and getting a new one built to put down in the centre of Town for use. A discussion took place and Council agreed to have them removed and a new one built.

Motion 2020-05-24: was made by Deputy Mayor Kane to adjourn the meeting at 8:25 p.m., it was seconded by Councillor Marlow. Five in favor, motion carried.

The next regular meeting of Council will be at 7:00 p.m., on Monday, June 1st, 2020.

Mayor

Town Clerk/Manager