

Town of North River Minutes Special Council Meeting April 3, 2018
Held in Town Council Chambers 43 North River Road, North River, NL

In Attendance: Mayor Joanne Morrissey, Deputy Mayor Blair Hurley
Councillors' Patrick Mackey, Dwight Snow, Elsie Morrissey, & Kelly Hall.
Also in Attendance; Sheila Hall- Town Clerk/Administrator
Absent: Councillor Brian Hurley

Mayor Joanne Morrissey called the meeting to order at 6:45 p.m.

1. Agenda and Minutes:

Motion 2018 –1417– Patrick Mackey / Blair Hurley
Resolved that the agenda for April 3rd be accepted as presented.
All in Favor Motion Carried

Motion 2018 –1418– Blair Hurley / Patrick Mackey
Resolved minutes of the March 6th meeting be adopted as circulated. No errors or omissions.
Further resolved minutes of March 12th meeting be adopted as circulated. No errors or omissions
All in Favor Motion Carried

2. Business Arising:

St. Patricks' Day Dance- Councillor Kelly Hall reported event went well.
After expenses netted \$1044.45. Proceeds to be used towards recreation program.

Snow clearing Regulations, Policy and agreement were copied and reviewed by members present.

Motion 2018 –1419– Dwight Snow / Blair Hurley
Resolved that the town adopt Snow clearing Regulations, Policy and agreement as amended.
All in Favor Motion Carried

War Memorial -account and disbursement of funds. Councillor Elsie Morrissey reported
Makinsons still interested in committee, to date no reply from South River or Clarkes Beach.
Suggested email towns for response. Members agree that funds to be used for the Memorial.
If no interest in a committee, set meeting to decide on War Memorial funds. Defer to May

3. New Business:

ATIPPA- appoint Head of public body. Copy of email from ATIPP copied to council.
Clerk reported Head of public body would sign off on any ATIPP documents prior to release
from coordinator. After much discussion on privacy and finance meetings.
Clerk to contact Municipal Affairs on privacy and arrears procedure and report back to council.
Noted Head of public body must be appointed. Defer to May.

Public Procurement Act 2018 Framework- Upcoming training dates to be announced.

Municipal Symposium Gander May 3-5, 2018-Discussion on who will attend, undetermined.

Motion 2018 –1420– Blair Hurley / Patrick Mackey
Resolved that the town register up to two council reps and spouses to Municipal Symposium.
All in Favor Motion Carried

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2018 Spring Municipal Training (Copied to Council)

Recreation NL Annual Provincial Conference May 10-12, in Gander. Brief discussion. Filed.

Property cleanup 15 Dr. Whalens Rd-Contractor located. Clerk to arrange meeting between contractor, resident and a couple of council members to discuss property clean up. Councillor Mackey offered to sit in on meeting. Suggested Councillor Kelly Hall obtain legal opinion, clerk to contact Municipal Affairs to confirm process. Defer

Garbage along the track area was discussed .Councillor Snow will investigate & report back.

Roadside Clean Up -Suggested June 9 with refreshments afterwards. Post on face book & web.

Council Shed-Switching location. Council shed to community garden and ballfield shed to council grounds. Councillor Mackey to get quote to move shed. Discussion on chain link fence.

April Newsletter review-copied to members. Suggested post on website instead of mail, residents who want a paper copy can contact the office. Quarterly dates discussed. Members agreed under clerks' job description, change mail out dates to update June and December instead of quarterly.

Motion 2018 –1421– Patrick Mackey / Kelly Hall

Resolved that under job description, change mail out to update June and December instead of quarterly.

Further resolved post on website, residents who want a paper copy may contact the office.

All in Favor Motion Carried

April Newsletter Review -Deferred pending council review.

Seasonal worker-safety training required, list all town work and include oversee students. Work term 12 weeks was discussed. Job description to be updated, clerk to send update to council for review prior to advertising. Deferred to May

Closet door-Noted this can be included with New Horizons renovations.

Sunset Ridge Road. Clerk reported pothole complaint received. Capital Works timeframe won't get to lanes until later this year. Potholes need to be addressed now.

Madengail Lane, Halls Rd ,Newells Rd, Snows Rd and Burseys Road problem areas as well.

Motion 2018 –1422– Patrick Mackey / Dwight Snow

Resolved that the town hire backhoe for a day to fill potholes.

Further resolved Councillor Mackey to hire & visit problem areas with contractor.

All in Favor Motion Carried

Councillors Handbook and Municipalities Act – Mayor Joanne Morrissey requested copy of Handbook. Noted Municipalities Act should be in chambers for quick reference.

Queens Printer cost to purchase both \$26.66

Motion 2018 –1423– Dwight Snow / Elsie Morrissey

Resolved that the clerk order one handbook and Municipalities Act.

Further resolved purchase to be paid with town visa.

All in Favor Motion Carried

Signs-Aspells Road No Entry vandalized and Veterans Stop Sign missing.

Motion 2018 –1424– Patrick Mackey / Dwight Snow

Resolved that clerk order both signs.

Further resolved Councillor Mackey will replace signs.

All in Favor Motion Carried

RCMP Regimental Ball Tickets April 21 Spaniard's Bay –filed

Magnet Signs closed April 9, updates discussed, include tidy towns and cleanup day.

4. Development Applications:

295-297 North River Road-Permit Extension

Whereas permit has expired and request for extension has been received.

Motion 2018 –1425– Patrick Mackey / Dwight Snow

Resolved that permit be extended one year subject to the following conditions;

Discretionary Use advertising at property owners cost.

Town's Municipal Development Regulations and approval from all other regulatory departments.

All in Favor Motion Carried

5. Action Items: Copied to all members and reviewed. Most items still pending.

Water /Sewer Feasibility Study Project No. 17-MCW-17-00028

Total cost \$28,750.00 Municipal \$2607.00 items previously addressed by Harris & Assoc.

best option shared water/sewer service Clarkes Beach. All agreed that Clarkes Beach would be the better option for cost shared service, with hook up by Glam Road. Water from Clarkes Pond should be fine however due to environmental concerns, sewer under North River isn't an option. The best option for sewer outfall off Harbour Drive. Gravity fed best option due to landscape.

13 phases total completion cost over twenty million. Financial position to undertake such a large amount. Noted 90/10 funding available. Anticipated 25% increase over life of project.

As Councillor Brian Hurley was not in attendance cash flow projection was unavailable.

Clarkes Beach meeting required regarding agreement & public meeting for residents input.

When date for public meeting is set notify Chris Roberts for attendance.

Deputy Mayor Blair Hurley to schedule meeting Clarkes Beach regarding an agreement.

Boundary Expansion Changes- Clerk reported updated RFP to include additional areas has been submitted to Municipal Affairs for review. Six limited call for proposals are Mary Bishop, Paul Boundridge, Nancy Griffith, Jens Jensen, Dan Noseworthy and Eric Snow. Once updated Request for Proposals has been approved, clerk to send RFP. Deferred pending Municipal Affairs review.

Transportation meeting-. Suggested send another request for meeting either here or St. John's at Ministers convenience. Councillor Kelly Hall to talk to assistant & send reminder to MHA assistant Nick Sears.

Regional Co-operation Emergency Plan- Councillor Patrick Mackey had emergency plan addressed at Bay de Grave monthly meeting. Email was received requesting updated town plan be submitted. Suggested as a lengthy document, clerk to forward copy to members for help with update. All agreed.

Frosts Lane ROW -Noted some items have been removed –Easement was discussed.
Whereas request concerning road ROW width has been received.

Motion 2018 –1426– Patrick Mackey / Dwight Snow

Resolved that letter be sent advising resident of regulations and easements.

Further resolved any structures within easement are to be removed.

All in Favor Motion Carried

Multipurpose Court equipment approved \$8000.00 - Deputy Mayor Blair Hurley provided quotes to supply and install basketball and hockey nets. Removal of old equipment was discussed.
Deputy Mayor Blair Hurley will approach resident and report back. Deferred to May.

New Horizons - Project Number: # 1501271.Approved \$ 22,655.00

Councillor Dwight Snow reported water sample required for Martin Hammond recommendation on water system .Noted systems are expensive. It was agreed to move forward with water test.

Deputy Mayor Blair Hurley presented breakdown on commercial quality material quote.

Building accessibility regulations to be followed. Clerk to send regulations to Deputy Mayor for review. Deputy Mayor Blair Hurley will revise scope of work for next meeting. Deferred.

6. Committee Reports

Bay de Grave-Councillor Patrick Mackey gave a brief update, reminder April 7 Firemen's Ball & half page ad. Application for new truck being filed and update on May 17 dedication.

Grants –

Community Healthy Living Fund Project 1 St. Georges Hall 12 weeks - Mayor Joanne Morrissey reported 7 weeks finished & 1 week designated for garden opening with last 4 weeks for this fall.

Community Garden – Community Healthy Living Fund Project 2- approved \$5000.00.

Discussion around season timeframe and purchase beds verses tender to build & put on site.

Mayor Joanne Morrissey provided quote for materials for 20 beds .Councillor Dwight Snow can check costs of finished beds. After further discussion the following motion was put forth:

Whereas material quotes already received on beds.

Motion 2018 –1427– Blair Hurley / Elsie Morrissey

Resolved that Mayor Joanne Morrissey proceed and purchase materials for 20 beds.

All in Favor Motion Carried

Conservation Corp-ECHO - Deferred pending application approval.

Summer Kids program- Mayor Joanne Morrissey reported approved \$8000.00.Noted number of children /ages will be required before proceeding with posting further details. Suggested post request for info for review prior to posting.

Joint Councils–Mayor Joanne Morrissey provided a brief report on Eastern Health presentation.

Seniors Committee- Councillor Elsie Morrissey advised membership is low and new members' are needed. Ideas are welcome. Suggested face book and website. Deferred

7. Financial Reporting Policy and Procedures

Balance Sheet & Income Statement along with Expense Statement were provided for Council. Financial Transaction Summary March General Ledger Cash outflow / inflow reports and financial statement reviewed by council. Total deposited \$54,524.67 receipt# 14201 -14266 Noted deposit includes \$15,952.00 remaining grant funding received. Total payable \$23,720.65 cheque # 893-917

Accounts Payable Ledger \$15,648.08 to April 3- 2018 was provided for Councils' review.

Motion 2018 –1428– Elsie Morrissey / Blair Hurley

Resolved that Accounts Payable in the amount of \$15,648.08 be approved for payment.

All in Favor Motion Carried

Tax Adjustments/Write Offs to April 3, 2018

Clerk reported request received. Recommends adjustment under section 111 & discount policy.

Second request-Deferred to May, pending advice from Municipal Affairs.

Motion 2018 –1429– Blair Hurley / Dwight Snow

Resolved that the amount of \$4088.00 as outlined by the clerk be approved.

Further resolved that the appropriate adjustments be made to the tax roll to reflect same.

All in Favor. Motion Carried

Tax Arrears to March 29, 2018.

Detailed aged accounts receivables were provided for the information and review of Council.

Total outstanding up to 2017 taxes \$227,815.65 .Collections percentage at 85%.

Small Claims Progress Final Notices sent and SOC served. No Report.

Adjournment

Motion 2018 –1430– Blair Hurley / Patrick Mackey

Resolved that this meeting of council be adjourned until the next regular meeting May 1, 2018 at 6:30 p.m. at the Town Council Chambers, 43 North River Road.

All in Favor Motion Carried

Meeting adjourned at 10:00 P.M.

Mayor Joanne Morrissey

Sheila Hall, Town Clerk/Administrator