

Town of North River Minutes Regular Council Meeting February 6, 2018
Held in Town Council Chambers 43 North River Road, North River, NL

In Attendance: Mayor Joanne Morrissey, Deputy Mayor Blair Hurley
Councillors' Brian Hurley, Patrick Mackey, & Dwight Snow.

Also in Attendance; Gerald Harris –Animal Control, Charlotte Warford Recreation NL
& Sheila Hall- Town Clerk/Administrator

Absent: Councillors' Elsie Morrissey, & Kelly Hall

Mayor Joanne Morrissey called the meeting to order at 6:30 p.m. and welcomed Mr. Harris.

Gerald Harris –Animal Control addressed council with concerns and complaints about aggressive dogs belonging to residents of 13 Newells Rd and 240-242 North River Rd. Requested clarification on number of times dogs are to be returned. Referenced section C #7 of Act. It was suggested that a letter could be sent if dog is picked up again referencing section with warning.

Councillor Kelly Hall arrived at 6:45 p.m.

Increased fines and liability was discussed. After further discussion it was suggested to review referenced section C #7 of Act and current regulations. Councillor Hurley advised Mr. Harris that he would be informed of council decision. Deferred pending more info.

Mayor Joanne Morrissey thanked Mr. Harris for his concerns. He left at 6:55

Mayor Joanne Morrissey then welcomed Charlotte Warford -Recreation NL.

Charlotte Warford –Provided a brief history on Recreation NL (RNL) a province wide, not for profit organization established in 1971 to promote the values and benefits of recreation. In partnership with volunteers and the professional recreation community, RNL has worked to improve the quality of recreation for province wide for over 40 years. Dedicated to maintaining relationships with recreation directors, community organizations, government officials, students, business sector and other professionals in the recreation field. Supports the benefits of recreation through communication, advocacy, education and training. Promoting and fostering the spirit and practice of recreation for all. Provide a full range of services to enhance members' ability to deliver recreation throughout the province. Envisions engaged communities where all people embrace the benefits of recreation to enhance their quality of life.

Communicate to facilitate the exchange of ideas, methods, and concerns and raise the understanding of recreation through effective networking, collaboration and marketing.

Advocate to ensure recreation issues are heard and are a critical part of the provincial dialogue to improve the quality of life of the population of NL.

Educate & Train to advise, encourage, co-ordinate and develop programs of education and training in the field of recreation.

Benefits as members of Recreation NL:

Extensive networking opportunities with colleagues around the province who share similar interests and have diverse expertise. Having views and concerns brought forward, as Recreation NL speaks to government and stakeholders on your behalf.

Opportunities to influence the future direction of recreation, provincially and nationally.

Regular communications through quarterly newsletters, E-news, Facebook and mail-outs.

Member discounts on Recreation NL resources and training.

Annual General Meeting and Conference Training Bursaries. Voting privileges at the AGM.

Annual General Meeting & Conference Each year Recreation NL holds an Annual General Meeting and Conference, usually in the spring of the year, late May – early June. The Conference Agenda normally consists of: keynote speakers, informative workshops, social events, exhibitor's trade shows, and business meetings.

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Find Your Fit a provincial physical activity promotions/communications campaign designed to get individuals motivated and moving towards healthy, active living. The Campaign provides members and the general public with information, tools and resources to help increase their physical activity levels.

High Five NL designed to promote healthy development of children 6-12 years. Combines training, assessment tools, resources, public education and collaboration to ensure children have the best possible sport and recreation experiences.

Inclusion Services dedicated to ensuring recreational opportunities for all ages, genders, circumstances, and abilities. Provide information, tools, and workshops to assist community recreation leaders in creating inclusive and welcoming environments for all.

Recreation Month Campaign a public awareness campaign to promote the benefits of recreation and is celebrated in June.

Regional Seminars an opportunity to meet with other recreation practitioners and volunteer leaders and express any issues or concerns they may have to their Recreation NL Regional Director. Highlight successes and learn about new recreational opportunities available.

Eat Great and Participate a provincial program to promote healthy eating to children and youth. Aims to increase access to healthy food and beverage choices in recreation, sport and community facilities and at events.

Also discussed importance of a recreation committee and offered help in setting up a mandate.

Mayor Joanne Morrissey thanked Charlotte Warford -Recreation NL for her time. She left at 7:20

1. Agenda and Minutes:

Motion 2018 –1384– Brian Hurley / Dwight Snow

Resolved that the agenda for February 6 th be accepted as presented.

All in Favor Motion Carried

Motion 2018 –1385– Blair Hurley / Patrick Mackey

Resolved minutes of the January 9 th meeting be adopted as circulated. No errors or omissions.

All in Favor Motion Carried

Motion 2018 –1386– Blair Hurley / Brian Hurley

Resolved minutes of the January 22 nd meeting be adopted as circulated. No errors or omissions.

All in Favor Motion Carried

Motion 2018 –1387– Patrick Mackey / Brian Hurley

Resolved minutes of the January 23 rd meeting be adopted as circulated. No errors or omissions.

All in Favor Motion Carried

2. Business Arising:

Boundary Expansion Changes- Clerk copied members on question posed and answer received.

Question “Can council change the proposal to include part of Mussel Bed (follow track across the pond and north side of pond) and the Sunday Hill Pond Rd. and trail.”

Answer from Community Liaison Local Governance Division Department of Municipal Affairs and Environment

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“The Notice of Intent that was issued did not provide specifics so adding some additional area looks ok. The study will capture the feasibility of the entire request.”
Just update the RFP to include the area and resubmit for another review.

Deputy Mayor Blair Hurley presented digital boundary map. Noted should change boundary to include shoreline. Deputy Mayor Blair Hurley will revise map accordingly for submission.

Motion 2018 –1388– Patrick Mackey / Dwight Snow

Resolved council change the proposal to include part of Mussel Bed (follow track across the pond and north side of pond) Sunday Hill Pond Rd., trail and including shoreline.

Further resolved that Deputy Mayor Blair Hurley will revise map accordingly for submission.

And that dead line for questions and for proposal submission be changed accordingly.

Be it further resolved that revised RFP be resubmitted for review by Municipal Affairs.

All in Favor Motion Carried

List of consultants/commissioners received and copied to council. Noted select 3-6 as limited.
After review of list the following motion was put forth.

Motion 2018 –1389– Blair Hurley / Dwight Snow

Resolved Town Council of North River selects the following six for limited call for proposals.

Mary Bishop, Paul Boundridge, Nancy Griffith, Jens Jensen, Dan Noseworthy and Eric Snow.

Further resolved that once updated Request for Proposals approved, clerk to send out RFP.

All in Favor Motion Carried

Transportation meeting-Clerk reported Minister Crockers’ assistant had called and advised that Minister Crocker is in the middle of the budget process and unable to attend the February council meeting or any date/time in February. She suggested that council send another request later next month. Suggested letter to minister as to where North River is on the priority list and arrange meeting either here or St. John’s. Councillor Kelly Hall to follow up and advise.

Parish Council-Mayor Joanne Morrissey reported that there was no information on proposal presented. Councillor Brian Hurley advised of an upcoming meeting and will report back.

Website –Councillor Kelly Hall reported setup ready to go. Cautioned accuracy of minutes.
Questioned age of St. Georges Church. Councillor Dwight Snow will check and advise.
Announce website on face book once Church age is confirmed.

Valentines Dance- Councillor Kelly Hall reported sales were great tickets sold out.
St. Patricks’ Day Dance-Will contact parish concerning hall rental. Deferred pending info.

Regional cooperation - Mayor Joanne Morrissey had spoken with Clarkes Beach Mayor Moore regarding Regional Emergency Plan. Mayor Moore will refer this to Bay de Grave board for review. Questioned purpose when town already adopted an emergency plan.
Noted all towns use the same emergency services. Deferred to Bay de Grave.

Public meeting- January 22 was well attended with many good ideas expressed.
Strategic Planning meeting- January 23 was disappointing, no town interest expressed.
Ballfield - Discussed consultants and costs involved. Councillor Brian Hurley will check and advise.

3. New Business:

2017 Financial Statements and Yearly Auditor appointment

2017 Financial Audit & Gas Tax Audit

December 31-2017 Year End Financial Audit was distributed and reviewed by council.

Councillor Brian Hurley advised members of auditors' key points:

Another great year for the Town, showing a surplus of \$51k (which is lower than the prior year due to a reduction in Capital Works funding in 2017). The Town re-invested \$61k into the infrastructure through internal financing (including gas tax amounts) while paying off existing debt during the year. At the end of the year, the Town had a cash balance of \$32k.

One concern collections. This year was an off year due to the elections. Confident receivable balances will be cleaned up in short time and back to normal levels.

Congratulations on another great year! Discussion took place.

Motion 2018 –1390– Brian Hurley / Dwight Snow

Resolved that the December 31-2017 Year End Financial Audit & Annual Expenditure Gas Tax Financial Statement be adopted

All in Favor Motion Carried

Motion 2018 –1391– Brian Hurley /Blair Hurley

Resolved that Clarified Accounting is appointed the Town's Auditor for the 2018 financial year.

All in Favor. Motion Carried

Frosts lane section- Garbage contractor request to upgrade and widen was copied to Council
Questioned if snow clearing contractor had same concerns. Noted that section was done last year.
Regulations and easement were discussed. Councillor Brian Hurley will visit site and report back.

Tax Recovery Policy was copied and reviewed by council.

Motion 2018 –1392– Brian Hurley /Blair Hurley

Resolved that the Tax Recovery Policy be adopted as presented.

All in Favor. Motion Carried

Tax Discount Policy was copied and reviewed by council.

Motion 2018 –1393– Brian Hurley /Dwight Snow

Resolved that the Tax Discount Policy GIS or Widowed Spouses Allowance be adopted as presented.

All in Favor. Motion Carried

Snow clearing Regulations and Policy was copied and reviewed by council.

Family Lane, Pinetree Lane and Morrisseys Lane were discussed. In certain cases contractor must enter upon private property. Liability issue was discussed. Suggested written agreement between property owner and town, prior to entry. Councillor Patrick Mackey will look into draft agreement and report back. Snow clearing Regulations Deferred to March.

Snow clearing request Chippers Place-Noted this is a private road and not a town road.

Clerk to send letter to resident advising of regulations.

Roles and responsibilities- Copied to Council for review.

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Clerks Job Description was copied and reviewed by council. Noted November 2017 amendment Sick days shall be the same as those granted to Provincial Government Employees one per month.

Motion 2018 –1394– Brian Hurley /Blair Hurley

Resolved that the Clerks Job Description be adopted as presented with amendment.

All in Favor. Motion Carried

Tax information and Compliance forms were copied and reviewed by council. Costs discussed.

Motion 2018 –1395– Brian Hurley /Dwight Snow

Resolved that the revised tax information and compliance forms be adopted as presented.

Further resolved \$100 cost for tax information and \$50 cost for certificate be adopted for the 2019 budget.

Further resolved no change in cost of compliance

All in Favor. Motion Carried

MNL Avalon/Regional Meeting and Municipal Safety Council – Mayor Joanne Morrissey updated members on funding and regional plan issues covered at the Regional Meeting on Jan 26 & 27th. Safety council issues included SSWP , policy required and displayed. Contact Natalie Sharpe regarding template. Deferred.

MRON invitation February 13 community breakfast Royal Canadian Legion, Carbonear.

Mayor Joanne Morrissey will attend. Suggested Councillors Patrick Mackey and Dwight Snow attend event as well.

Motion 2018 –1396– Brian Hurley /Blair Hurley

Resolved that Mayor Joanne Morrissey along with Councillors Patrick Mackey and Dwight Snow attend community breakfast February 13 in Carbonear.

Further resolved town to cover costs of breakfasts.

All in Favor. Motion Carried

Respectful Workplace Training info was copied to council. Filed.

Noted all government employees already have this training.

4. Development Applications: No applications received.

5. Action Items: Report not available.

6. Committee Reports

Bay de Grave-Councillor Patrick Mackey advised members that plaque was finished for Frank Bishop dedication in May, will inform council of exact time and date when available.

Councillor Brian Hurley questioned if council could get copy of current budget. Councillor Mackey reported still working on budget but will bring request to the next board meeting.

Grants & Applications-

Community Healthy Living Fund Project 1 St. Georges Hall 12 weeks - Mayor Joanne Morrissey reported February 3 open house discussions on rug hooking, painting went well. Hoping for more participants.

Conservation Corp-ECHO - Mayor Joanne Morrissey reported applied for students under Conservation Corp, Summer Grant also applied under Student Jobs at 50/50.

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Community Garden – Community Healthy Living Fund Project 2- Approved \$5000.00. If shed is required, suggested request for proposals. Town property behind tennis court and adjoining parcel of property discussed. Deferred pending more information.

Community Healthy Living Fund Multipurpose court. Approved \$8000.00 for new equipment. Deputy Mayor Blair Hurley will look into basketball and hockey net costs and report back.

Tentative Grant. Tendering process was discussed. Mayor Joanne Morrissey will check with Municipal Affairs on process and Councillor Dwight Snow to check with Federal contact.

February 19-23 constituency week. Mayor Joanne Morrissey will schedule invitation date with MP and MHA and report back to members. Once confirmed announce via face book. Pending.

Joint Councils–Mayor Joanne Morrissey reported she had attended the February 1 st meeting in Victoria. Concern was raised over Economic Development Attraction Package and North River possibly being short sighted. After much discussion on the December Motion 2017 –1365–not in support of the current \$590.91 contribution by all towns

The following motion was put forth.

Motion 2018 –1397– Blair Hurley / Kelly Hall

Resolved that council revisit and support the current \$590.91 contribution by all towns to the Joint Council’s Economic Development Attraction Package project.

3 in Favor – Mayor Joanne Morrissey, Deputy Mayor Blair Hurley, Councillor Kelly Hall

3 Against- Councillors Brian Hurley, Patrick Mackey, Dwight Snow.

Absent-Councillor Elsie Morrissey

Motion Defeated

Mayor Joanne Morrissey noted North River hosting Joint Councils on February 22nd

Seniors Committee- Councillor Elsie Morrissey was not in attendance. Deferred

Animal Control –Councillor Brian Hurley reported on meeting on wage increase of \$60.00 per month retroactive to January was discussed and found warranted.

Motion 2018 –1398– Brian Hurley /Blair Hurley

Resolved that the town of North River agrees with proposed wage increase to Animal Control Officer of additional \$60.00 per month retroactive to January 2018.

All in Favor. Motion Carried

7. Financial Reporting Policy and Procedures

Balance Sheet & Income Statement along with Expense Statement were provided for Council. Financial Transaction Summary January General Ledger Cash outflow / inflow reports and financial statement reviewed by council. Total Deposited \$30,931.20 receipt# 14105 -14138 Payable \$20,818.50 cheque # 853-864

Accounts Payable Ledger \$17,698.21 to February 1- 2018 was provided for Councils’ review. Snow clearing costs were noted. Suggested be mindful of budget. Additional late bills received, copied and reviewed by council.

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Sand/salt \$853.88, surveying \$402.50 and Joint Council membership fees \$150.00

Motion 2018 –1399– Brian Hurley / Blair Hurley

Resolved that Accounts Payable in the amount of \$17,698.21 + additional \$1406.38 be approved for payment.

All in Favor Motion Carried

Tax Adjustments/Write Offs to January 31st-No adjustments

Motion 2018 –1400– Patrick Mackey / Brian Hurley

Resolved that this meeting of council be adjourned at 10:20 P.M. for a privileged meeting.

All in Favor Motion Carried

Mayor Joanne Morrissey called the privileged meeting to order at 10:20 P.M.

As per Section 210 (5) of the *Municipalities Act*

2018 disclosure statements were distributed and reviewed by all members. No discrepancies.

Privileged meeting- Tax Arrears to January 31st, 2018.

Small Claims Progress Final Notices have been sent on last review and Sheriff has served SOC

Detailed aged accounts receivables were provided for the information and review of Council. Total outstanding 2017 taxes \$240,489.89 .Collections percentage 84%.Problem accounts in the amount of \$71,788.86 were reviewed by members of council present. After much discussion it was decided that the clerk proceed with next steps in collection process. All agreed.

Motion 2018 –1401– Patrick Mackey / Brian Hurley

Resolved that this privileged meeting on tax arrears be adjourned at 10:50 P.M.

All in Favor Motion Carried

Mayor Joanne Morrissey called the regular council meeting back to order at 10:50 P.M.

Tax Arrears to January 31st, 2018.

Problem accounts in the amount of \$71,788.86 reviewed by members of council present.

Motion 2018 –1402– Patrick Mackey / Brian Hurley

Resolved that clerk has authorization to send notices on all identified and to proceed with next step in collections as per Municipalities Act.

All in Favor Motion Carried

Adjournment

Motion 2018 –1403– Brian Hurley / Patrick Mackey

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

All in Favor Motion Carried

Meeting adjourned at 11:00 P.M.

Mayor Joanne Morrissey

Sheila Hall, Town Clerk/Administrator

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