

**Town of Trout River**  
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**Minutes of a meeting held on Tuesday, March 3<sup>rd</sup>, 2015 at 7:00 p.m.**

<b>Present:</b>	Deputy Mayor	Aaron Brake
	Councillors	Gordon Barnes
		Gloria Barnes
		Nelson Barnes
		Helen Harris
		Viola Parsons

<b>Also Present:</b>	Town Clerk\Manager	Emily Butler
	Town Clerk	Lisa Brake

**Meeting called to order at 7:08 p.m.**

**Resolution 15-038**

**Parsons V/ Barnes G1**

**Adoption of Agenda with the following additions: Vacant Seat, Rules of Procedure, Under Roads: Snow clearing Hann's Lane and Extension on forestry road, meeting with Parks Canada, FHPP. The format of the agenda has changed so we are able to deal with old business before proceeding with new.**

**All in Favor**

**Minutes**

Council reviewed minutes dated: January 26<sup>th</sup>, February 10<sup>th</sup>, 2 sets of minutes dated February 25<sup>th</sup>, and February 27<sup>th</sup>. Council questioned how much longer the boil advisory will remain in effect. The town clerk/manager explained she had taken samples to send to Corner Brook on Monday and Government Services are expected to collect a set of samples on Wednesday. There were coliforms found at a one location from the previous samples. Councillor Helen Harris questioned the

last sentence in the minutes dated February 27<sup>th</sup>. Members justified their absence for the date of the regular meeting.

**Resolution 15-039**

**Parsons V/ Barnes N**

**Moved to adopt the minutes dated January 26<sup>th</sup>, February 10<sup>th</sup>, and the budget meeting dated February 25<sup>th</sup>**

**All in favor**

**Resolution 15-040**

**Parsons V/ Barnes N**

**Moved to adopt the minutes of the privileged meeting dated February 25<sup>th</sup> and the special meeting on February 27<sup>th</sup>**

**In favor: 5            Abstain: Councillor Helen Harris (was not present for these meetings)**

**Business Arising**

The town clerk/manager questioned what roads were covered in the purposed project referenced in resolution 15-015 in which Council will request funding under the gas tax agreement to fund paving the streets. The project will include Herb St. And Duke St.

**Election of Mayor**

For the election of a mayor when the mayor seat becomes vacant, Council shall fill the vacancy by: 1) Having the deputy mayor assume the office of Mayor for the remainder of the term or 2) Electing by secret ballot from among the remaining members of the council, a person to assume the office of the Mayor for the remainder of the term.

**Resolution 15-041**

**Parsons V/ Barnes GI**

**Moved to have Deputy Mayor Aaron Brake assume office of the Mayor in accordance with section 19(a) of the Municipalities Act**

**In favor: 5    Opposed: 1 Councillor Helen Harris**

**Nominations were called for the position of Deputy Mayor**

**Councillor Barnes Gordon nominated Councillor Gloria Barnes as Deputy Mayor. Gloria Barnes accepted the nomination.**

**With no further nominations, nominations ceased.**

**In favor: 5    Opposed: 1 ( Councillor Helen Harris)**

**Resolution 15-042**

**Parsons V/ Barnes N**

**Moved to remove Ethel Michelle Harris as a signing officer on the accounts at the Bank of Montreal and to add Gloria Barnes as a signing officer along with Gordon Barnes and Shelly Emily Butler. The town clerk/manager, Shelly Emily Butler will sign along with the Deputy Mayor Gloria Barnes or Councillor, Gordon Barnes.**

**All in favor**

**Vacant Seat**

**Resolution 15-043**

**Parsons V / Barnes N**

**Moved for nomination day to be held on March 16<sup>th</sup>, 2015 from 8 am to 8 pm.**

**All in favor.**

With some discussion on this matter it was noted that an ad has to be run in the local news paper 10 days prior to the date of the nomination date. Realizing this the date of March 16<sup>th</sup>, 2015 was approaching to quickly, so therefore a new date had to be set.

**Resolution 15-044**

**Parsons V/Barnes N**

**Rescind resolution 15-043**

**All in favor**

**Resolution 15-045**

**Parsons V/ Barnes N**

**Motion for nomination day to be March 23<sup>rd</sup>, 2015 from 8 a.m. to 8 p.m.**

**By-Election Day will be April 13<sup>th</sup>, 2015 with no advance poll.**

**All in favor**

**Rules of Procedures**

Councillors were given a copy for review. Mayor Aaron Brake asked that the Rules of Procedures be tabled for a later date, giving everyone time review and to ask questions if necessary.

**Fire Department**

Two chimney fires has been reported recently and our local fire department was called to assist Ambulance Service with removing a lady from her home on Hann's Lane.

Two members of the local fire department was asked to leave one fire scene due to not being in proper fire gear. Council questioned liability in this case.

Tickets sales that took place in Corner Brook were not as successful as the sales in Deer Lake.

A poker run has been scheduled for March 21<sup>st</sup> 2015.

The fire protection boundary map for 911 response was tabled. It did not include Parks Canada boundaries. The town clerk/manager gave a copy to the secretary to table for a meeting with Parks Canada when they renew the fire protection agreement.

### **Public Works**

#### **Water/Sewer**

Boil Advisory has not been lifted. Town Clerk/ Manager has sent one set of samples for testing, another set of samples will be taken on Wednesday. Chlorine levels are good.

#### **Garbage**

Due to weather conditions garbage was not collected on Mar.03 2015 but will be collected March 5<sup>th</sup> (weather permitting).

Householder will be sent out to the public, asking each householder to see that garbage boxes are snow cleared for easy access. There is a 5 bag limit per unit. Councillor Helen Harris inquired about a clean –up week. Clean –up is included the budget and will be scheduled in the spring.

### **Roads**

#### **Hann`s Lane**

This week alone there has been an ambulance call and a chimney fire at Hann`s Lane. With the road being so narrow it is difficult for the snow removal equipment to clear the road. Council has made this request to the Department of Transportation twice. There are two reasons for this service not being provided by the department: 1) there is not a adequate turn around space and 2) the road is too narrow for the equipment. It was discussed to hire private contractors to clear the Lane. Then there still would be an issue has to where to pile the snow. It was also suggested that the landowners around the lane be asked permission to pile snow on their property for the upcoming winters.

A request for an extension to the forestry road was tabled.

**Resolution 15-046**

**Parsons V/Barnes Gl.**

**Moved to send a letter to Forestry requesting an extension of 1km per year unto the Forestry Road.**

**All in favor**

**Stop Sign**

It has been noted that snow has been piling up at the intersection of Main Street and Mountain Drive. It is becoming a safety issue for the public. The maintenance man check on this issue.

**Financial Report**

Council was presented with a copy of all transactions including payroll and accounts payable for January and February as well as a list of revenue for both months. Included in the report, an adjustment for Parks Canada for dump disposal fees for 2014 in the amount of \$750.00. A list of outstanding accounts payable was presented to Council for approval for payment:

Municipal Assessment Agency	\$3,724.00
Brian Hillier	\$6,780.00
Poole Althouse	\$ 796.02
Martin's Transportation	\$ 54.24
Pike's Service Station	\$ 20.06
Hann's Confectionary	\$ 233.67
Lowell Brake	\$ 750.00
Bell Aliant	\$ 259.17
Medical West Supplies	\$ 103.73
NL Hydro	\$ 533.45
C&R Contractors	\$1,897.46
BAE Newplan	\$1,695.00

**Outstanding owed to BAE Newplan for Projects**

Pump house upgrades	\$3,272.76
	\$2,604.15
	<u>\$6,009.83</u>
	<b>\$11,886.74</b>
Lift Station #1	\$1,257.01
	\$ 630.54
	\$ 630.54
	<u>\$2,636.74</u>
	<b>\$5,154.83</b>

**Resolution 15-047**

**Barnes GI/ Barnes N**

**Moved to adjust billing to Parks Canada for dumping disposal fees in the amount of \$750.00**

**All in favor**

**Resolution 15-048**

**Barnes N/ Parsons V**

**Moved to adopt the Financial Report and pay all outstanding invoices**

**All in favor**

**Other Committee Reports**

Recreation Committee proposed to utilize the existing rink with a skate park. Council is willing to make some negotiations with the Recreation Committee in this regard. The rink itself requires some small repairs. Council would like to see the rink to be use not only for the skate park, but other multi- purpose activities such as ball hockey, soccer, etc. In any case, the area will require affixed lighting and “Use at Own Risk” signage to be posted. Recreation Committee would have to be responsible for securing the man power to maintain the area with regards to regular up keep. Other Community Recreation Committees have different age groups within the recreation committees.

**Resolution 15-049**

**Parsons V/Barnes N**

**Moved for the Town Clerk/Manager to generate literature for Council to approve the recreation committee to utilize the existing rink as proposed for the Skate Park.**

**All in favor**

**Correspondence**

Town received documentation from Poole Althouse on land transfer for land on Mountain Drive that was transferred back to the town.

Received from the RCMP a request to identify three focus points within our town that we would like their attention. Some suggestions from Councillors were: Drug Enforcement, Roaming Dogs, Parking in front of school during school hours as well as double parking in the school zone, Vehicles parked on roadways during

snow clearing operations, and people blowing and throwing snow into the roadway.

Council was presented with a letter from Council member Aaron Brake explaining due to employment commitments he will be expected to be gone for 2 week periods and is requesting a leave of absence during these time periods, when necessary for the next three months.

**Resolution 15-050**

**Parsons V/ Barnes G1**

**Moved to grant a leave of absence for Mayor Aaron Brake as required with the understanding he will be considered active and attend meetings during the time he able to.**

**All in favor**

Parsons Pond Come Home Year requested if we would be placing an ad in their Come Home Year booklet.

February 27<sup>th</sup>, 2015 was the deadline for the Green Team Program application.

‘You Rock Volunteer’ poster will be forwarded to the school through Deputy Mayor Gloria Barnes.

**General Business**

Parks Canada requested a meeting with the Mayor for March 11<sup>th</sup>, 2015. They did not indicate what the meeting was regarding. Members of Council will make themselves available once the meeting is confirmed.

**Resolution 15-051**

**Parsons V/Barnes N**

**Moved to adjourn the meeting**

**All in favor**