

TOWN OF TROUT RIVER

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Minutes of the regular meeting held on September 12th, 2017

Present:	Mayor	Gloria Barnes
	Deputy Mayor	Viola Parsons
	Councillors	Gordon Barnes Helen Harris Tina Crocker Horace Crocker Nelson Barnes
Also, Present:	Town Clerk	Lorraine Barnes
	Assistant Town Clerk	Tanya Rogers

Meeting called to order at 7:05 PM

Resolution 17-191

Parsons V/Barnes N

Motion to adopt the agenda with additions:

1. Under Financial Report September #1

Town

- Saltwire \$312.98
- K.C Reid \$1136.78
- PMA \$74.75

Fire Dept.

- Pikes Service \$206.94

2. Under Financial Report

- Add Auditor's Report

3. Under General Business

- Office Hours
- Wages for Election
- Travelling Insurance
- Riverside Drive Water and/or Water & Sewer
- Retirement
- Leonard White's Permit

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

Delegation has notified Council that she will be a little late. Expected Time 7:30 P.M

Resolution 17-192

Parsons V/Barnes N

Motion to adopt minutes for August 9th and 15th with the following changes

- Mayor Absent with Cause
- Councillor T.Crocker was absent for Resolution 17-168 Barnes N/Barnes G
- Under Garbage – add the word “truck” after old dump
- Resolution 17-185 Councillor H. Crocker Opposed

- Under Boardwalk- delete "a discussion"

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

Business Arising from Minutes

- Council asked if the old dump truck was gone from pit on Route 431
- A concern with fires being left unattended on the beach was discussed. Also came to Council's attention that a kid disposed of a propane tank in the fire and it exploded. Council request that a notice be put on Facebook for safety concerns when having a fire and nothing explosive be thrown in the fire.
- A permit for Grace Nichol's (demolition/new shed) where was it disposed? Concerns that it may be disposed in pit on Route 431
- First Aid Training was done.
- Elwood Crocker's rezoning application has been started

Resolution 17-193

Harris H/Parsons V

Motion to register all Town's property and buildings

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

Delegation Marsha Crocker was invited in by the Mayor

- Marsha is presenting a petition for a temporary bridge at the mouth of the pond to allow access to Adam's Road while Bailey's Bridge is under construction.
- Closure of the road will be 4 to 6 weeks.
- Marsha is requesting a letter of support from council to help with her petition and asked if Council would present.
- Marsha said Town Clerk Lorraine has contacted Parks Canada to notify them regarding the petition and to ask them for a temporary bridge. The liaison from Parks Canada has not yet notified Town Clerk back.
- Mayor G. Barnes asked Council if they have any further questions for Marsha
- Marsha was thanked for attending.

Marsha Crocker departed

Council discussed the petition letter of support

Resolution 17-194

Crocker T/Crocker H

Motion to give a letter of support for the petition on behalf of the Town but the Town isn't responsible for presenting the petition

In favor: Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: Mayor G. Barnes, Deputy Mayor V. Parsons

Abstaining: 0

Absent: 0

Fire Department

- To the acknowledgement from the Liaison there has been no regular meeting
- BA Systems are on Re-call, Town Clerk is in contact with Honeywell and K & D Pratt for replacement

Public Works

Water/Sewer

- In the past month we had two residents that had their water shut off on July 4th. A phone call was received by the Town Clerk that they had their water turned back on themselves. Maintenance Man turned both Curb Stops off again. One resident paid in full and the other resident still has the water shut off.
- A Resident had spoken to a councillor regarding their curb stop that they said was damaged by the DTW. Councillor will inform the resident that if they believe DTW is responsible than go after them for the cost they had to pay the Town.

Garbage

- Fall Clean Up is set for October 19th and 20th
- Memo on Facebook: Reminder that Garbage must be out by 8am.

Roads

- Council feels that when large amounts of rain occur, the water hole in front of the Town Office is a danger. Contact DTW to clean out culvert across the road so the water can drain off.

Permits

1. Alex Crocker - Permit for an extension, 12 feet by 50 feet by 32 feet by 20 feet (Single Story) onto an existing barn at 106 F Old Highway

Resolution 17-195

Harris H/ Parsons V

Motion to approve Alex Crocker's permit for extension 12 feet by 50 feet by 32 feet by 20 feet (Single Story) onto an existing barn at 106 F Old Highway. Retain 6 feet in distance away from boundary lines

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, N. Barnes

Opposed: 0

Abstaining: Councillor H. Crocker

Absent: 0

2. Wilfred Melindy- Build New Shed 24 by 20 at 50 Mountain Drive

Resolution 17-196

Crocker H/Barnes N

Motion to approve Wilfred Melindy's permit for New Shed 24 ft by 20 ft with the stipulation: no building under any power lines. Retain 6 feet in distance away from boundary lines

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

Discussion involving Maintenance Man to visit Sites for review of the permits

Resolution 17-197

Crocker H/Barnes N

Motion to have Maintenance Man Brandon Harris be a part of the Permit Process

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

3. Lindsay and Pamela Crocker - Permit for railing on top of balcony, a bridge under the balcony, to replace existing doors and windows, to install new windows and doors upstairs and to do siding on home at 148 Main Street.

Resolution 17-198

Crocker H/Barnes N

Motion to approve Lindsay and Pamela Crocker's permit for railing on top of balcony, a bridge under the balcony, to replace existing doors and windows, to install new windows and doors upstairs and to do siding on home at 148 Main Street.

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

4. Morris Brake- Demolition of old shed and build new shed (16x24) at 20 A Fisher Drive

Resolution 17-199

Parsons V/ Crocker H

Motion to approve Morris Brake's permit for Demolition and New Shed 16 ft by 24 ft with the stipulation: The exterior shall be done with wood. Retain 6 feet in distance away from boundary lines

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

5. Nancy & Roy Crocker (Replace Fence Review) – Nancy Crocker received a permit to replace fence. She had since than built a new fence removing the right away for the turnaround for the School Bus and Snow Plow.

Resolution 17-200

Crocker T/Parsons V

Motion to seek legal advice for a letter for removal of fence for Emergency Services, Bus Services and Snow Plow Services

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

Financial Report

Resolution 17-201

Parsons V/Crocker H

Motion to pay September #1

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

Auditor's Report

Resolution 17-202

Crocker H/Crocker T

Moved to accept the auditor's financial report presented to council. The Mayor and Town Clerk will sign on behalf of Council.

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

Committee Reports

Heritage Committee

- Anita Best will not be returning for the host in 2018, Mike Madigan is considering being the host
- Liaison T. Crocker reported that no meeting has occurred for heritage
- Arts NL grant is a grant we apply for the "Passing the Time in Trout River" event.

Resolution 17-203

Parsons V/Barnes N

Moved to apply for Arts NL Grant for Heritage

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

Council is requesting a written confirmation from Tanya Rogers regarding her Heritage Committee Facebook chat, stating that she would be stepping down as Vice-president on Heritage Committee

Recreation Committee

Liaison H. Crocker reported that no meeting has occurred

HR Committee

Stimulated by Town Clerk writing a letter, the HR Committee gave assistant Town Clerk a chance to write a response letter in the end, Assistant Town Clerk was given a verbal warning regarding confidentiality.

Correspondence

Email from Craig Pollett (MNL REGIONS) asking council if they wanted to move back to western region or stay in northern region.

Resolution 17-204

Parsons V/Barnes N

Moved to change to Western Region

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

Letter read from forestry stating that they could not grant funding for road at this time.

- Photocopy letter and post around so residents can know
- Post on Facebook

General Business

1. Student for Town of Trout River

Carry Over

2. Sign for Town Entry

Carry Over

3. Tract Consulting

Resolution 17-205

Crocker H/Parsons V

Be it resolved that the Town of Trout River directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Infrastructure Inventory and State of Infrastructure Reports – Town of Trout River.

Be it therefore resolved that the Town of Trout River commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

1. Preparing an inventory of our municipal infrastructure and presenting it in GIS format
2. Preparing Preliminary State of Infrastructure Reports showing current condition, life expectancy and estimated replacement cost.
3. Participating in a one-day training session for staff and elected officials "an introduction to Asset Management Planning".

Be it further resolved that The Town of Trout River commits \$4900.00 towards the cost of this initiative.

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

4. 209 Main Street (arrear taxes)

Resolution 17-206

Crocker H/Parsons V

Motion to write off taxes for 209 Main Street and Transfer to Janet White (Auction Result)

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

5. Municipal Plan

Check into prices for Consultant. The route we should take. Council feels the resident should hire the consultant.

6. Module 4 and 5 in Deer Lake

Training in Deer Lake on November 14th and 15th

Resolution 17-207

Crocker H/Harris H

Motion for Town Clerk to attend training on November 14th and 15th in Deer Lake

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

7. Handicap Parking

Handicap sign has to be placed on our building. Councillor G. Barnes will bring a sign in.

8. Christmas Dinner

Council has agreed to have a sit down dinner at their own expense. They will contact Doris Sheppard to have this dinner at the Sheppard's B and B. This will be a Farewell Dinner for old council not the Christmas Dinner.

9. Trails

Council wanted to ensure that the trails be started by early May 2018. This is to have our trails ready for locals and tourist to hike.

Post to Facebook Town of Trout River is looking for volunteers for a trail committee.

10. Office Hours

Town Clerk brought forth the Office Hours because it was a trial bases for July, August and September.

Question was if hours were returning to 9-12 and 1-5 (Monday-Friday) or staying 8-12 and 1-5 (Monday to Thursday) and 9-12 (Friday).

Resolution 17-208

Crocker T/Harris H

Motion to leave Office Hours 8-12 and 1-5 (Monday to Thursday) and 9-12 (Friday)

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

11. Wages for Election

Town Clerk wanted to know the wages for the Returning Officer, Alternate Retuning Officer (or if they were paying) and Poll Clerk. Returning Officer (Town Clerk) will get her hourly wage & Alternate Retuning Officer will **not** be paid unless called in

Resolution 17-209

Crocker T/Crocker H

Poll Clerk will get paid \$150.00 for the day

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

12. Travelling Insurance

Town Clerk called Cal Legrow for a quote but has not yet heard back from them. Other Councils have this in place.

Resolution 17-210

Crocker H/Crocker T

Motion to get Travelling Insurance for Council and Staff

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0

Abstaining: 0

Absent: 0

13. Riverside Drive Water and/or Water and Sewer

Several concerned residents from riverside Drive have contacted the office regarding water and/or water and sewer. They are asking council to look into this for them and see if it is possible to get at least water on Riverside Drive.

Resolution 17-211

Crocker T/Parsons V

Motion to get a quote from SNC Lavalin for the water and /or water and sewer for Riverside Drive

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: 0

Mayor G. Barnes asked Councillor Gordon Barnes to leave the room

14. Retirement

Council feels for the 12 years of service that Councillor Gordon Barnes has given to the town, he should be given a gift of appreciation. Council feels a wallet or a watch (engraved with his initials) would be a good idea.

Resolution 17-212

Parsons V/Crocker T

Motion to buy a gift for Councillor Gordon Barnes valued up to \$200.00

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: Councillor G. Barnes Absent: 0

15. Leonard White's Permit

Came to Council's attention that a building was moved without a permit and an extension was added without a permit as well.

Resolution 17-213

Crocker T/Barnes N

Motion to send a letter to Leonard White regarding moving a building and building an extension onto a building without a permit and an invoice for permit fees.

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors H. Harris, T. Crocker, H. Crocker, N. Barnes

Opposed: 0 Abstaining: Councillor G. Barnes Absent: 0

Next regular monthly meeting scheduled for Tuesday, October 10th, 2017

Resolution 17-214

Crocker H/Parsons V

Motion to adjourn

In favor: Mayor G. Barnes, Deputy Mayor V. Parsons, Councillors G. Barnes, H. Crocker, N. Barnes, H. Harris, T. Crocker

Opposed: 0 Abstaining: 0 Absent: 0

Approved On: _____

Signed: _____

Position: _____