

TOWN OF TROUT RIVER

P.O. Box 89

Trout River, NL A0K 5P0

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Minutes of the regular meeting held on Monday, October 22nd, 2018

Present:	Mayor:	Horace Crocker
	Deputy Mayor:	Gloria Barnes
	Councillors:	Nelson Barnes
		Marsha Crocker
		Tina Crocker
Absent:		Tom Sheppard
		Rosie Crocker
Also, Present:	Town Clerk/Manager:	Lorraine Barnes-Gushue
	Town Assistant:	Sharrel Mclean

Call meeting to order

Meeting called to order at 7:04 PM

Adoption of the Agenda

Resolution 18-265

G. Barnes/N. Barnes

Motion to adopt the agenda with an amendment to the delegation time slot.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N.

Barnes, T. Crocker

Opposed: 0

Abstaining: 0

Absent: Councillors, T. Sheppard, R. Crocker

Delegate

➤ Parks Canada

****Councillor, M. Crocker declared conflict & exited at 7:06 PM; Employed by Parks Canada****

Parks Canada had received complaints concerning the Day Use Area at Trout River Pond since Wild Gros Morne has begun operating. Residents have been leaving their boats tied to the wharf while Wild Gros Morne was trying to conduct their business and a lock that Parks Canada had attached to a gate on the wharf was broken and removed. On behalf of Wild Gros Morne, Parks Canada would like to work with the town to try and alleviate the problem without compromising access for residents. They requested suggestions from Council on how to alleviate the issue, while keeping all parties involved content, and suggested that it may be an option to have a

floating wharf installed by the boat launch so residents and tourist alike could utilize it as opposed to using the same wharf as Wild Gros Morne. Parks Canada was also concerned with children jumping from the wharf and swimming in the area being a safety concern. They were open to suggestions on how to deter the children from the wharf before a child gets hurt. Council also inquired concerning the cattle crossing repairs that had been passed on to the Parks Canada liaison to be done. The liaison informed Council that the inquiry was indeed passed on, but she assured council that the message would be passed along again.

****Council thanked Parks Canada for attending and for their cooperation and Parks Canada departed****

Councillor M. Crocker returned at 7:34 PM**

Adoption of the Minutes

Resolution 18-266

G. Barnes/ M. Crocker

Motion to adopt minutes as presented, dated:

- September 11th, 2018 ~ Regular Monthly Meeting
- September 17th, 2018 ~ Special Meeting
- September 20th, 2018 ~ Special Meeting
- October 4th, 2018 ~ Special Meeting

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

Business Arising from Minutes

- Deputy Mayor, G. Barnes inquired concerning the updates to the Rules of Procedure; she was made aware that all updates have been completed.

Public Works

Water/Sewer

- Maintenance have informed Council that lift stations #1 and #2 required cleaning, which in turn would require help from the part time maintenance.

Resolution 18-267

T. Crocker/ M. Crocker

Motion to call in the part time maintenance to assist with the cleaning of lift stations #1 and #2.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

Garbage

- The office has received a higher than average call volume concerning the new garbage sorting.

Roads

- There are six ditches that has not been cleaned that is Department of Transportation and Works responsibility; Contact them to inquire about getting them done.
- There is a drain located by the pumphouse that needs flushing, which is also Department of Transportation and Works responsibility; if not cleared it could jeopardize the pumphouse in the event of severe rainfall or flooding. Contact Anthony Blanchard and have the necessary work done immediately.

Permits

- 158 Main Street ~ Deferred pending Department of Transportation and Works approval.
- 14 Herb Street ~ Approved pending approval from Newfoundland and Labrador Hydro; there is a power line located above the requested location.

Resolution 18-268

M. Crocker/ T. Crocker

Motion to approve the permit application for 14 Herb Street **ONLY** if Newfoundland and Labrador Hydro approves the request.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- 194 Main Street ~ Approved

Resolution 18-269

T. Crocker/ N. Barnes

Motion to approve the request to build a mobile shed as specified on the permit application located at 194 Main Street.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- 20 Duke Street ~ Approved; Add demolition of old shed to permit

Resolution 18-270

T. Crocker/ M. Crocker

Motion to approve the request to build a shed as specified on the permit application located at 20 Duke Street; Add the demolition of the old shed to the permit as well.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

Finance & Administration

Resolution 18-271

T. Crocker/ N. Barnes

Motion to pay Accounts Payable Ending September #1:

ACCOUNTS PAYABLE ENDING – SEPTEMBER 2018 #1

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
NL & Lab. Hydro	Services	~	Paid upon Receipt
Bell Aliant	Services	~	Paid upon Receipt
K. C. Reid	Supplies	\$1661.81	Chlorine/Supplies
C & R Contractors	Services	\$ 3277.50	September Garbage Service/Fall Clean-Up
Brian Hillier	Services	\$11,730.00	2017 Audit of Accounts
AIM Network	Services	\$24,840.00	Asset Management Planning
Rental +	Supplies	\$423.00	Lawn Mower/ Chains
Crane Supply	Supplies	\$656.39	Water System Supplies
Phone Tech Voice & Data Ltd.	Services	\$ 57.38	Town Office and Fire Department Alarm System
Battlefield Equipment Rentals	Supplies	\$171.27	Drill Bits
Martins Transportation Ltd.	Services	\$17.25	Delivery Fee
Municipal Assessment Agency Inc.	Services	\$3543.75	Fourth Quarter Assessment Fees
Western Pump Services	Supplies	\$103.50	Master Padlocks
Shears Building Supplies	Supplies	\$2780.21	Lumber/ Emanuel's Brook Bridge
TOTAL		\$ 49,262.06	
HERITAGE COMMITTEE			
TOTAL		\$0.00	
TRAILS COMMITTEE			
TOTAL		\$0.00	
RECREATION COMMITTEE			
TOTAL		\$0.00	
FIRE DEPARTMENT			
TOTAL		\$0.00	

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

****Councillor, T. Crocker declared conflict & exited at 8:12 pm; Employer****

Resolution 18-272

G. Barnes/ N. Barnes

Motion to pay Accounts Payables Ending September #2:

ACCOUNTS PAYABLE ENDING – SEPTEMBER 2018 #2

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Hann's Confectionary	Supplies	\$405.83	Gas/Supplies
TOTAL		\$405.83	
HERITAGE COMMITTEE			
Hann's Confectionary	Supplies	\$157.05	Hardware/Movie Supplies/Envelopes/Cleaners
TOTAL		\$157.05	

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes
Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker, T. Crocker

****Councillor, T. Crocker returns at 8:13 pm****

****Mayor, H. Crocker declared conflict; passed chair to Deputy Mayor, G. Barnes and exited at 8:15 pm; Payment for supplies paid personally****

Resolution 18-273

T. Crocker/ M. Crocker

Motion to pay Account Payables Ending September #3:

ACCOUNTS PAYABLE ENDING – SEPTEMBER 2018 #3

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Horace Crocker	Supplies	\$56.45	Flags/Rope (Dollar Store/Williams Building Supplies)
TOTAL		\$56.45	
COMMITTEE			
TOTAL		\$0.00	

In favor: Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker
Opposed: 0 Abstaining: 0 Absent: Mayor, H. Crocker, Councillors, T. Sheppard, R. Crocker

****Mayor, H. Crocker returns to Council Chambers at 8:16 pm and resumes chair****

****Councillor, N. Barnes declared conflict & exited at 8:16 pm: Executive member of the Fire Department****

Resolution 18-274

M. Crocker/ G. Barnes

Motion to pay Accounts Payables Ending September #4:

ACCOUNTS PAYABLE ENDING – SEPTEMBER 2018 #4

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
TOTAL		\$0.00	
FIRE DEPARTMENT			
Medical West Supplies	Supplies	\$5952.10	3 Bunker Suits
Connors	Supplies	1131.60	Service of Breathing Air Compressor
TOTAL		\$7083.70	

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker, N. Barnes

****Councillor, N. Barnes returns to Council Chambers at 8:17 pm****

Resolution 18-275

M. Crocker/ G. Barnes

Motion to adopt the 2017 financials as presented by the chartered accountant, Brian Hillier.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, T. Crocker, N. Barnes

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

Arms of Council Committee Reports

Fire Department

- No liaison present (Mr. Sheppard is the liaison and is absent)
- They have the Annual Fireman’s Ball scheduled for the month of November
- The Fire Chief has requested the help of Council in retrieving the Fire Department property that inactive members still have in their position.

Resolution 18-276

G. Barnes/ T. Crocker

Motion to send the inactive members of the Fire Department a letter with a cost analysis attached for the property they have in their position, stating that they will be sent an invoice for the property if it is not returned.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, T. Crocker

Opposed: 0 Abstaining: N. Barnes Absent: Councillors, T. Sheppard, R. Crocker

Recreation

- No Meeting has occurred.
- There is a Halloween Dance scheduled for the children on October 26th, 2018.
- An application was submitted for a JCP to repair the rink; Request was denied

- All committees have been sent a letter informing them that the signing officers on **ALL** committee accounts has changed.

Heritage

- No Meeting has occurred.
- No liaison present (Councillor, R. Crocker is the liaison and is absent)

Trails

- No Meeting has occurred.
- No liaison present (Councillor T. Sheppard is the liaison and is absent)

Correspondence

#1. ICS 200 & 300 Emergency Safety Training

Resolution 18-277

M. Crocker/ T. Crocker

Motion to send two Councillors to the ICS Emergency Safety Training in Rocky Harbour on December 3rd – 7th, 2018

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

#2. Municipal Affairs ~ Cannabis Public Education ~ Information

#3. Resident ~ Ditching request ~ Ditching on personal property is the owner's responsibility.

#4. Gudie Hutchings ~ Constituency Youth Council ~ Information

#5. MMSB ~ Community Waste Diversion

Resolution 18-278

M. Crocker/ G. Barnes

Motion to accept recyclable electronics from residents to bring to the recycling depot.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

Resolution 18-279

M. Crocker/ G. Barnes

Motion to apply for funding to supply residents with compost bins at a lower cost if permitted to do so.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

Regulations

- Rules of Procedure has been updated with the proper changes made to the dates of the monthly meeting

Resolution 18-280

G. Barnes/ T. Crocker

Motion to accept the Rules of Procedure as presented.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0

Abstaining: 0

Absent: Councillors, T. Sheppard, R. Crocker

Notice of Motion

➤ No Notice of Motion

Roundtable

Councillor, M. Crocker ~ Fencing closing off a passageway on the Old Highway.

****Mayor, H. Crocker declared conflict; passed chair to Deputy Mayor, G. Barnes and exited at 9:09 pm; Brothers property in question****

A fence was put in place on a piece of private property on the Old Highway without the owner acquiring a fencing permit. Inquire with Municipal Affairs to see if property owners are permitted to block an existing pathway. Investigate further into the matter in the morning and issue a stop work order if need be. Also, inquire concerning the placement of some dredge material on an area that is known as 'Tommy's Lane', which is an access road that connects to hillcrest.

****Mayor, H. Crocker returns to Council Chambers at 9:23 pm and resumes chair****

Councillor, N. Barnes ~ No Additional Business

Councillor, T. Crocker ~ No Additional Business

Deputy Mayor, G. Barnes ~ No Additional Business

Mayor, H. Crocker ~ New buildings that have larger than usual eaves leave less than the required 6 feet to the property line; should this be changed to 8 feet as opposed to 6 to allow the proper space between property lines/buildings.

Town Clerk ~ Action Item List:

Action Items from September 11th, 2018

No.	Action	Dept.	In Progress, Ongoing or Done
# 1	Sign for Town Entry	Town Clerk/Manager & Town Assistant	Letter sent to Natalia asking for permission to use her design. Waiting on her reply. Ongoing
# 2	Christmas Tree	Deputy Mayor Gloria Barnes	Place order in February for Spring plantation Ongoing
# 3	Streetlighting/ Solar Lighting	Town Assistant	Carried Over from last meeting Ongoing
# 4	Trails Committee	Town Clerk/Manager & Town Assistant	Name request sent in to Registry of Deeds to get the Trails Committee Registered has a not for profit organization Ongoing
# 5	Pasture	Town Clerk/Manager & Town Assistant	CEEP application sent. Talking to Jason Young and he said to post for interested people in a job that need 400 hours or less. Ongoing
# 6	Policies for Animals	Town Clerk/Manager & Town Assistant	Update: Was talking to Sandy Hounsell and he said we are allowed to invoice for fines for roaming animals on resident's accounts. Ongoing
# 7	Town Truck	Town Clerk/Manager	Was talking to GM Oil change is under warranty but I'm waiting on a quote for undercoating, so we can make one trip. Ongoing
# 8	School Garden Repairs	Town Assistant	Playground area have not been repaired since flooding; Contact the School Board. Update: Brandon has taken pictures of the playground. Ongoing
# 9	River Dredging	Town Clerk/Manager	Applied through Capital Works. Waiting for reply. Ongoing
# 10	Youth Dart Program	Town Clerk/Manager	Dart Boards and Scoreboards received. Started on October 10 th 2018. Will update monthly. Ongoing
# 11	Tree lighting	Town Clerk/Manager & Town Assistant	To determine snacks, individual to light the tree, Traditional Tree or Lobster Pot Tree? And December 1 st 2018 is on a Saturday this year.
# 12	Christmas Social	Town Clerk/Manager & Town Assistant	To determine place; date; menu; gift cards?
# 13	Employee Contract Reviews	Town Clerk/Manager	Needs Renewal prior to creating Budget 2019
# 14	Rink Committee	Town Clerk/Manager & Town Assistant	Could we post for interest in starting a committee, similar to what we did for the Trail Committee
# 15	Rezoning	Town Clerk/Manager & Town Assistant	Email sent to Lindsay Church regarding a quote to rezone. Waiting on reply. Ongoing
# 16	Budget 2019	Town Clerk/Manager	Started; Budget meeting need to be set for early November. Ongoing
# 17	Policies (Update)	Town Clerk/Manager	Started to update; Set Policy Update discussion Time Ongoing
# 18	Boardwalk Protection with Armour Stone	Town Clerk/Manager	Motion done in Special meeting to apply through Gas Tax. Waiting on quotes. Ongoing
# 19	Fire Dept. Members	Town Clerk/Manager	Are we sending invoices to the individuals that are inactive but still has gear?

Action Items from September 11th, 2018

# 20	Santa Clause Parade	Town Clerk/Manager	Are we having a Float from the Town? Are we doing up Treat Bags? If so the AMOUNT?
# 21	Main Street Water & Sewer	Town Clerk/ Manager	Resolution required for engineering services
# 22	2019/2020 Municipal Capital Works Projects	Town Clerk/ Manager	# 1 priority to # 3.
#23	Cal Legrow Insurance	Town Clerk/ Manager	Renewal due
# 24	Traffic Control Training	Town Clerk/ Manager	Being offered in Woody Point
# 25	Emanuel's Brook Bridge	Town Clerk/ Manager	Motion required to revise the Gas Tax Application

- # 7. Town Truck ~ Undercoating

Resolution 18-281

M. Crocker/ G. Barnes

Motion to purchase the undercoating for the Town Truck for the price of \$700.00 every ten years.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 10. Youth Darts ~ There has been issues with the electrical upstairs in the Town Hall

Resolution 18-282

T. Crocker/ M. Crocker

Motion to hire an electrician if need be to address the issues that are occurring.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 11. A Traditional Tree will be used this Holiday Season; Contact some of the older residents that Council suggested to see if they would like to light the tree up.

- # 12. Christmas Social

Resolution 18-283

T. Crocker/ M. Crocker

Motion to post for catering services for the Christmas Social; Purchase gift cards for councillors and staff.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 13. Employee Contract Reviews

Resolution 18-284

M. Crocker/ G. Barnes

Motion to appoint Councillor, T. Crocker as an alternate for the Human Resources Committee of Council.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 18. Inquire concerning the best for the job; armour stone or cages of stone

- # 20. Santa Clause Parade

Resolution 18-285

T. Crocker/ M. Crocker

Motion to purchase treats to hand out at the Santa Clause Parade from the Town.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N.

Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 21. Main Street Water & Sewer

Resolution 18-286

N. Barnes/ T. Crocker

Motion to hire SNC Lavalin as the engineer for the Main Street Water & Sewer upgrade.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N.

Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 22. 2019/2020 Call for Capital Works; Three proposal applications

Resolution 18-287

T. Crocker/ G. Barnes

Motion to accept the 2019/2020 MCW Application with priority as follows:

#1. Force Main ~ From lift station 3 to out fall (Replacement)

#2. Road Upgrade ~ Herb Street & Hillcrest (Road Paving)

#3. Upgrade water supply intake

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N.

Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 23. Cal Legrow

Resolution 18-288

N. Barnes/ M. Crocker

Motion to purchase the insurance renewal for the 2018/2019 year.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N.

Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 24. Traffic Control Training

Resolution 18-289

M. Crocker/ G. Barnes

Motion to send the Maintenance Man and the Part Time Maintenance Man for the Traffic Control Training.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N.

Barnes, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Councillors, T. Sheppard, R. Crocker

- # 25. Emanuel's Brook Bridge

Resolution 18-289

G. Barnes/ T. Crocker

Motion to revise and resend the Gas Tax application for the Emanuel's Brook Bridge.

In favor: Mayor H. Crocker, Deputy Mayor G. Barnes Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0

Abstaining: 0

Absent: Councillors, T. Sheppard, R. Crocker

Schedule of next meeting

Next regular monthly meeting scheduled for Tuesday November 20th, 2018.

Adjournment

Resolution 18-290

M. Crocker/ T. Crocker

Motion to adjourn meeting

In favor: Mayor, H. Crocker, Deputy Mayor G. Barnes, Councillors, M. Crocker, N. Barnes, T. Crocker

Opposed: 0

Abstaining: 0

Absent: Councillors, T. Sheppard, R. Crocker

Approved On:

November 20, 2018

Signed:

Harold Crocker

Position:

Mayor