

TOWN OF TROUT RIVER

P.O. Box 89

Trout River, NL A0K 5P0

Email: townclerk@townoftroutriver.com

Telephone: (709) 451-5376 Facsimile: (709) 451-2127

Meeting Tuesday April 9th, 2019 @ 1 P.M

Call meeting to order

Adoption of the Agenda

Adoption of the Minutes ~ Business Arising from Minutes

- Regular Monthly Meeting ~ March 19th, 2019

Delegation

- Parks Canada

Public Works

- Water & Sewer
- Garbage
- Roads
- Permits

Finance & Administration

Arm of Council Committee Reports

- Fire Department
- Recreation
- Heritage
- Trails

Correspondence

Regulations

New Business

Notice of Motion

Round Table

- Council
- Action Item List

Schedule of next meeting

Adjournment

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Minutes of the regular meeting held on Tuesday April 9th, 2019

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

Call meeting to order

Meeting called to order at 2:13 PM

Adoption of the Agenda

Resolution 19-065

N. Barnes/ R. Crocker

Motion to adopt the agenda.

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors,
M. Crocker, T. Sheppard**

Business Arising from Minutes

- Compiling list of Emergency numbers for the sign.
- Letter for porta tank in the park.

Adoption of the Minutes

Resolution 19-066

T. Crocker/ N. Barnes

Motion to adopt minutes as presented, dated:

- Regular Monthly Meeting ~ March 20th, 2019

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors,
M. Crocker, T. Sheppard**

Delegation

- Parks Canada was scheduled to be a delegate, but had a discussion with Council prior to start of the meeting.

Public Works

Water/Sewer

- The culvert that was damaged located on Main Street, near Hann's Lane is responsibility of the Town. Get Maintenance to arrange necessary repairs.

Garbage

- Tonnage has remained at a lower amount
- Four Saturday's in June there will be free drop off at the drop site in Bonne Bay Pond.
- Spring Clean Up;

Resolution 19-067

T. Crocker/ R. Crocker

Motion to have **ONE FINAL** Spring Clean Up. Send out newsletter to residents making them aware of the dates and that this clean up will be the **FINAL** one the municipality will be responsible for.

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors, M. Crocker, T. Sheppard

Roads

- The Town has an opportunity to purchase cold patch at a discounted rate

Resolution 19-068

R. Crocker/ T. Crocker

Motion to have Maintenance place order and pick up two pallets of cold patch at the discounted rate of \$350.00 per pallet.

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors, M. Crocker, T. Sheppard

- Hillcrest and Herb Street Paving; Get quotes for the paving of both roads.

Permits

- 243 Main Street ~ Demolition and reconstruction of shed not approved ~ Renovations approved with stipulations.

Resolution 19-069

T. Crocker/ R. Crocker

Motion to approve a Renovation permit for 243 Main Street with the following stipulations:

- The building **MUST** remain the same size, with dimensions of 10ft.(W) X 9ft.(L) X 57in.(H), or smaller.
- The building **CAN NOT** be completely removed to build new, renovations have to be made to the existing building. Which basically means that some part of the existing building is required to remain until the renovations are complete.
- Also, as you are aware, the Town of Trout River have followed our cultural heritage style in recent years. As a result, we have requested that all buildings located on the waterfront remain free of vinyl siding and instead adhere to the heritage style and proceed using wooden clapboard to exterior walls.

Failure to comply with the stated stipulations will result in a Stop Work Order

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors, M. Crocker, T. Sheppard

- 148 Main Street ~ Approved with stipulations

Resolution 19-070

T. Crocker/ R. Crocker

Motion to approve an extension permit with the following stipulations:

- Both floors will **NOT** exceed the specified 24ft.(W) X 24ft.(L) dimensions.

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors, M. Crocker, T. Sheppard

Finance & Administration

****Financials postponed until later in the meeting, due to not having a quorum for all Accounts Payable 1 through 5 until another Councillor arrives****

Arms of Council Committee Reports

Fire Department

- No liaison present.
- Inquiry of whether or not the reciprocating saw was purchased; Staff will inquire.
- Get a quote on the Jaws of Life.
- Formal attire requested by Council for all members to wear at formal events.

Recreation

- Liaison Report: The financial report prepared by the Town Clerk for monthly cash flow is acceptable, request to add outstanding cheques to the report.
- Advertise for another Recreation member needed.
- Add **SCENT FREE** signs to all public buildings, as this is a stipulation of OHS for **ALL** public buildings.

Heritage

- Liaison Report: Elections are complete; Heritage has requested that Council send letters to all committees appointing them responsible for chosen activities of the Canada Day celebrations. Send out letters to the Committees to arrange a meeting of two available members of each Committee for planning.
- Council agrees that appointing the committees with chosen responsibilities would be appropriate.
- Town of Trout River will supply the music for the Canada Day Festivities.

Resolution 19-071

R. Crocker/ T. Crocker

Motion to hire the band for the Canada Day Celebrations.

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors, M. Crocker, T. Sheppard

Trails

- No Liaison present.

Correspondence

#1. Trout River Recreation Committee ~ Canada Day Celebrations.

#2. Trout River Recreation Committee ~ Youth Dart Program.

****Councillor M. Crocker attended the meeting at 3:15 pm****

#3. Municipal Affairs ~ Gas Tax Utilization

#4. Department of Transportation and Works ~ Summer Maintenance Survey

#5. Melodie Schaeffer ~ Heritage Building Request

#6. Elizabeth Barrett ~ Co-Owner Request

#7. Parks Canada ~ Contract ~ Special Meeting required due to two members present in conflict.

#8. Rebecca Brushett ~ Meeting Request ~ Appoint Ms. Brushett as a delegate at the Regular Monthly Meeting on May 14th, 2019 at 7:00 PM.

#9. Jason Young ~ River Dredging ~ Provincial approval has been passed; application has to be sent to Ottawa for federal approval.

#10. Municipal Affairs ~ Circular

#11. Resident ~ Complaint ~ Reply

#12. Terry Chant ~ Advertisement

#13. Town of Parsons Pond ~ Youth Ventures Donation

Resolution 19-072

T. Crocker/ R. Crocker

Motion to donate \$166.66 towards the yearly Youth Ventures Program.

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

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillor, T. Sheppard

**** Councillor, M. Crocker declared conflict and exited at 3:40pm; Executive member of Jakeman All Grade PTA****

#14. Jakeman All Grade PTA ~ Donation Request ~ Donate a \$25.00 Gift Card.

Resolution 19-073

T. Crocker/ R. Crocker

Motion to donate a \$25.00 Gift Card for the Gift Card Basket.

In favor: Mayor H. Crocker, Councillors, N. Barnes, R. Crocker, T. Crocker

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillors, M. Crocker, T. Sheppard

**** Councillor, M. Crocker returned to Council Chambers at 3:42 pm****

Finance & Administration (Previously Postponed)

Resolution 19-074

R. Crocker/N. Barnes

Motion to pay Accounts Payables Ending March 2019 #1 and #2:

ACCOUNTS PAYABLE ENDING – MARCH 2019 #1

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Staples	Supplies	\$507.13	Colored Printer/Office Supplies
Great Humber Joint Council	Services	\$100.00	Membership Fees
Municipal Assessment Agency	Services	\$3490.50	Second Quarter Fees
C & R Contractors	Services	\$3819.87	March Tipping Fees/Garbage Collection (7.83 Ton)
Host Gator	Services	\$135.35	Email/website fees
First Aid Training	Services	\$270.00	Employee Training
Phone Tech Voice Data Ltd.	Services	\$57.38	Alarm System (Office & Fire Bay)
Department of Transportation	Services	\$5173.60	January & February Snow Clearing.
TOTAL		\$13,553.83	
HERITAGE COMMITTEE			
TOTAL		\$0.00	
TRAILS COMMITTEE			
TOTAL		\$0.00	
RECREATION COMMITTEE			
TOTAL		\$0.00	
FIRE DEPARTMENT			
First Aid Training	Services	\$810.00	Six Fire Department Members
TOTAL		\$810.00	

ACCOUNTS PAYABLE ENDING – MARCH 2019 #2

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Long Range Construction	Services	\$1719.25	Ditching/Excavation
TOTAL		\$1719.25	

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

**** Councillor, N. Barnes declared conflict and exited at 3:44pm; Family Business****

Resolution 19-075

R. Crocker/M. Crocker

Motion to pay Accounts Payables Ending March 2019 #3:

ACCOUNTS PAYABLE ENDING – MARCH 2019 #3

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Barnes Store Ltd.	Supplies	\$147.95	Hardware
TOTAL		\$147.95	
HERITAGE COMMITTEE			
Barnes Store Ltd.	Supplies	\$67.45	Breakfast Fundraiser Supplies
TOTAL		\$67.45	

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

**** Councillor, N. Barnes returned to Council Chambers at 3:45 pm****

**** Councillor, T. Crocker declared conflict and exited at 3:45pm; Employer & Husbands Employer****

Resolution 19-076

R. Crocker/M. Crocker

Motion to pay Accounts Payables Ending March 2019 #4 and #5:

ACCOUNTS PAYABLE ENDING – MARCH 2019 #4

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
C. Barnes Excavating	Services	\$1138.50	Snow Removal (Wallace's Brook)
TOTAL		\$1138.50	

ACCOUNTS PAYABLE ENDING – MARCH 2019 #5

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Hann's Confectionary	Supplies	\$178.55	Gas/Hardware
TOTAL		\$178.55	

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

**** Councillor, T. Crocker returned to Council Chambers at 3:46 pm****

Regulations

- No New Regulations

New Business

- No New Business

Notice of Motion

- No Notice of Motion

Roundtable

Councillor, M. Crocker ~ No Business.

Councillor, N. Barnes ~ No Business.

Councillor, R. Crocker ~ Cell Phone Community Partnership ~ Draft a letter and send copies to the Provincial and Federal Government, Bell Aliant, Parks Canada, Gros Morne Co-Operation and Fire and Emergency Services. Cc to all Councillors. Harbor Authority ~ Bring to the upcoming meeting with Harbour Authority.

Councillor, T. Crocker ~ As the front-line members of the Community, Council should have the authority to issue Stop Work Orders anywhere within Town boundaries including the wharf; Inquire with Marine Industrial.

Deputy Mayor, G. Barnes ~ Absent.

Councillor, T. Sheppard ~ Absent.

Mayor, H. Crocker ~ No Business.

Town Clerk/Manager & Town Assistant ~ Action Item List:

Action Items from March 20th, 2019

No.	Action	Dept.	In Progress, Ongoing or Done
1.	Sign for Town Entry	Town Clerk/Manager & Town Assistant	Map is completed; welcome sign completed. Complete
2.	Christmas Tree	Deputy Mayor, Gloria Barnes	Order is placed; Ongoing
3.	Streetlighting/ Solar Lighting	Town Assistant	Ongoing
4.	River Dredging	Town Clerk/Manager	Jason Young was notified of Council's decision to bring the issue to the media, no response. Ongoing
5.	Rezoning	Town Clerk/Manager & Town Assistant	Ongoing
6.	Policies (Updates)	Town Clerk/Manager	Air B&B Policy requires revisions. Ongoing
7.	Western Health (Clinic)	Town Clerk/Manager	Formal request sent, awaiting reply. Ongoing
8.	Guardrail on Trout River Road	Town Clerk/Manager Town Assistant	Emailed Anthony Blanchard, he has forwarded another request; waiting on reply. Ongoing
9.	Tommy's Lane	Town Clerk/Manager	Culvert required. Ongoing
10.	Canada Day Celebrations	Town Assistant	Ongoing
11.	Composting Bins	Town Clerk/Manager Town Assistant	In agreement with Woody Point to purchase 15 bins from them when they receive their order. Ongoing.
12.	Summer Students Town/Recreation/Heritage/Trails	Town Clerk/Manager Town Assistant	LAMMPS Applications are complete. JCP Application deadline is July 31 st , 2019
13.	Volunteer Week	Town Assistant	Ongoing.
14.	Park Passes	Town Manager/Clerk	Sales will commence next season. Complete
5.	Water Tank	Town Clerk/Manager Town Assistant	Inspection has been ordered; Application has been denied for Gas Tax Funding; Ongoing
16.	Curator Wages	Town Clerk/Manager	In Camera Session Ongoing
17.	Federal Gas Tax	Town Clerk/Manager	Gas Tax Funds have doubled for the fiscal year only . \$34,160.00 X 2; Suggestions on use. Ongoing
18.	Boardwalk	Town Clerk/Manager Town Assistant	Suggestions on maintenance. Ongoing
19.	Satellite Phone	Town Clerk/Manager Town Assistant	Residents should have access to this service in the event of emergencies/outages. Ongoing
20.	Parks Canada	Town Clerk/Manager	"Have Your Say" At Glenburnie Recreation Center on April 11 th , 2019.
21.	Correspondence	Town Clerk/Manager	Resignation from a Councillor
22.	Blue Whale	Town Clerk/Manager	Waiting for Provincial monies to be allotted. Ongoing
23.	90-92 Main Street	Town Clerk/Manager Town Assistant	Contact have been made; the deal is a go, need to acquire the proper Bill of Sales to proceed. Ongoing

#9. Culvert ~ 16/18 Inch required.

Resolution 19-077

R. Crocker/ T. Crocker

Motion to pay the remainder on a culvert for Tommy's Lane. The cost will be offset by a donation from a resident.

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

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillor, T. Sheppard

#18. Boardwalk ~ Clean up and Safety Issues ~ Ask Maintenance to do a scope of work and hire a contractor to complete the work.

Resolution 19-078

M. Crocker/ R. Crocker

Motion to hire a contractor to make the necessary repairs to the Boardwalk to prevent it from being a safety issue to residents and visitors alike.

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

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillor, T. Sheppard

#19. Satellite Phone ~ Get quotes from Hi-Tec Communications

#23. Contact owner of 90-92 Main Street to finalize deal.

Schedule of next meeting

Next regular monthly meeting scheduled for May 14th, 2019 at 7:00 PM

Adjournment

Resolution 19-079

R. Crocker/ T. Crocker

Motion to adjourn meeting.

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

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes Councillor, T. Sheppard

Approved On:

May 14, 2019

Signed:

Harve Crocker

Position:

Mayor

ALL ACCOUNTS PAYABLE ENDING APRIL 30th, 2019 (MAY MEETING)

ACCOUNTS PAYABLE ENDING – APRIL 2019 #1

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Staples	Supplies	\$611.59	Full Colored Ink Toners/Supplies
Shears Building Supplies	Supplies	\$4.13	
C & R Contractors	Services	\$3819.87	April Tipping Fees/Garbage Collection (8.66 Ton)
K. C. Reid Enterprises Ltd.	Supplies	\$1587.63	Chlorine, Supplies
Newfoundland Exchequer	Supplies	\$1.15	Pasture License
Hann's Confectionary	Supplies	\$186.51	Gas/Supplies
Mega Trends Embroidery	Supplies	\$262.06	Kids Youth Darts Program (47.06 Council)
William's Building Supplies	Supplies	\$2109.55	Boardwalk Material for Repairs
Phone Tech Voice Data Ltd.	Services	\$57.38	Alarm System (Office & Fire Bay)
TOTAL		\$8639.87	
HERITAGE COMMITTEE			
TOTAL		\$0.00	
TRAILS COMMITTEE			
TOTAL		\$0.00	
RECREATION COMMITTEE			
TOTAL		\$0.00	
FIRE DEPARTMENT			
Micmac Fire & Safety Source	Supplies	\$39.00	Detergent
Connors Breathing Air Systems	Services	\$1129.30	Air Compressor Service/Air Test
Jerry Burden	Supplies	\$100.05	Spotlights
TOTAL		\$1268.35	

