

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 January 14th, 2020 @ 7 P.M

Call meeting to order

Adoption of the Agenda

Adoption of the Minutes ~ Business Arising from Minutes

- Regular Monthly Meeting ~ December 10th, 2019
- Emergency Meeting ~ December 16th, 2019

Delegation

- No Delegate

Public Works

- Water & Sewer
- Garbage
- Roads
- Permits

Finance & Administration

- 2019 Financial Audit

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 January 14th, 2020

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

****Mayor, H. Crocker wished Council and Staff a Happy New Year****

Call meeting to order

Meeting called to order at 7:08 PM

Adoption of the Agenda

Resolution 20-001

M. Crocker/ R. Crocker

Motion to adopt the agenda as presented.

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

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes

Adoption of the Minutes

Resolution 20-002

M. Crocker/ T. Crocker

Motion to adopt minutes with amendments to Regular Meeting Minutes dated December 10th, 2019:

- Regular Monthly Meeting ~ December 10th, 2019
- Emergency Meeting ~ December 16th, 2019

Business Arising from Minutes

Amendments to the December 10th, 2019 Minutes:

- Add the following as specified to the December 10th, 2019 Minutes under Councillor, M. Crocker's Roundtable: "Contact Parks Canada and ask if they would be in agreement to place a cell tower on their property."
- Resolution 19-279 & 19-280: Add Councillors, T. Crocker & N. Barnes as present and add Councillor, M. Crocker as absent.

- Resolution 19-274: The Annual Christmas Social was cancelled this year; Next year add the Christmas Social to the Action List in September 2020 for decisions to be made.

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

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes

Delegation ~ No Delegate

Public Works

Water/Sewer

- Ongoing issues with Lift Station #3: Contact engineers and see if it would be possible to replace the pumps in Lift Station #3 with bigger motors; see if this would be an option as a solution to the ongoing issues.
- Fire Hydrants: An incentive for residents to keep Fire Hydrants that are located on their property cleared of snow in case of an emergency. Residents have an opportunity to dig Fire Hydrants free of snow and send in a picture of themselves with the cleared hydrant and their name will be entered into a draw to win a \$50.00 Gift Card. Draw date will be May 1st, 2020.

Resolution 20-003

M. Crocker/ T. Crocker

Motion to purchase a \$50.00 Gift Card as a prize to keep Fire Hydrants clear of snow. Draw date will be May 1st, 2020.

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

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes

Garbage

- Tonnage has decreased slightly; this may be due to the pick up dates during the holidays.
- Send out a householder; Add Tonnage, Pumps, Snow on Road, Damages around Town, Satellite Phone availability and the Fire Hydrant Contest Information.

Roads

- Contact Department of Transportation regarding a huge hole on the gutter that requires immediate repairs.
- Residents are pushing snow into the road; Add to householder
- A manhole on Main Street was damaged by the plow and was left wide open for approximately five hours unawares to anyone, Department of Transportation and Works was notified and a request was made to make a Town representative aware of any damages when they occur so it can be addressed as soon as possible.

Permits ~ No Permits

Finance & Administration

Resolution 20-004

T. Crocker/ N. Barnes

Motion to hire the Chartered Accountant, Brian Hiller to do the Town of Trout River 2019 Annual Financial Audit.

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

T. Crocker

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes

Resolution 20-005

M. Crocker/ N. Barnes

Motion to pay Accounts Payables # 1 Ending December 2019

ALL ACCOUNTS PAYABLE ENDING DECEMBER 31ST 2019 (JANUARY MEETING)

ACCOUNTS PAYABLE ENDING – DECEMBER 2019 #1

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Bell Aliant	Services	-	Paid upon Receival
NL&LAB Hydro	Services	-	Paid upon Receival
Municipal Assessment Agency	Services	\$3,497.00	First Quarter Annual Fees
HiTech Communications	Services	\$424.35	Satellite Phone Minutes Package
Hann's Confectionary	Supplies	\$455.26	Gas/ Supplies
William's Building Supplies	Supplies	\$1,067.64	JCP Supplies/ Lumber
Phone Tech Voice & Data LTD	Services	\$57.38	Office & Fire Hall Alarm
Staples	Supplies	\$442.38	Toners/2020 Calendars/2020 Planners
C&R Contractors	Services	\$3,718.19	December Garbage (7.21 Tonnes)
Shears Building Supplies	Supplies	\$80.83	JCP supplies
TOTAL		\$9,743.03	
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, Councillors, N. Barnes, M. Crocker, T. Rogers, R. Crocker T. Crocker

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes

****Councillor, T. Crocker declared conflict, and exited Council Chambers at 7:45 PM; Husband's Employer****

Resolution 20-006

N. Barnes/ M. Crocker

Motion to pay Accounts Payables # 2 Ending December 2019

ACCOUNTS PAYABLE ENDING – DECEMBER 2019 #2

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
C. Barnes Excavating	Services	\$32, 798.00	Emanuel's Brook Bridge Repairs
TOTAL		\$32, 798.00	

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

****Councillor, T. Crocker returned to Council Chambers at 7:47 PM****

Arms of Council Committee Reports

Fire Department

- **Liaison Report:** Bunker gear returns for inactive members
- Update Rules of Procedure
- Tender document is not necessary, they have decided to apply for a new truck through Municipal Affairs
- Inspection on our Fire Truck is required and will be completed on January 24th, 2020.
- Our truck has to be plugged into the charger at ALL times in order for it to start.
- A member of the Fire Department is available to help with the completion of the application for a new truck.
- The application should be the responsibility of the Fire Department Secretary; Office staff will be available to give direction to the secretary if required.

Recreation

- **Liaison Report:** No meeting; No report

Heritage

- **Liaison Report:** No meeting; No Report
- Next meeting is scheduled for January 20th, 2020

Trails

- **Liaison Report:** No meeting; No Report

Rink

- **Liaison Report:** No meeting; No Report
- A meeting will be scheduled to appoint directors and begin fundraising

Correspondence

#1. Derek Simmons ~ Fire Truck Inspection ~ Scheduled for January 24th, 2019

#2. Gudie Hutchings ~ State of Emergency ~ Letter to Dwight Ball concerning our recent State of Emergency; The Mayor will contact both Gudie Hutchings and Jason Young to inquire concerning funding to help alleviate the issues on the Boardwalk.

#3. Resident ~ Tax Fee Payment Plan ~ Payment plan is confirmed; Reply to resident

#4. Canadian Wireless Telecommunication Association ~ Cell Phone Recycling ~ Set up recycling option for the Town of Trout River.

#5. Jakeman All Grade School Council ~ Teacher Appreciation Week

****Councillor, M. Crocker declared conflict and exited Council Chambers at 8:23 PM;
Executive Member of Jakeman All Grade School Council**
Councillor, T Rogers questioned conflict as she is employed by NLESD; Council agreed
that she was NOT in conflict.**

Resolution 20-007

R. Crocker/ T. Crocker

Motion to purchase a \$25.00 Fruit Tray to send along for Teacher Appreciation Week.

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

**Opposed: Councillor, T. Rogers Abstaining: 0 Absent: Deputy Mayor, G. Barnes,
Councillor, M. Crocker**

****Councillor, M. Crocker returned to Council Chambers at 8:26 PM****

#5. Jakeman All Grade PTA ~ Gift Card Wreath for Ticket Sales

Resolution 20-008

R. Crocker/ N. Barnes

Motion to purchase a \$20.00 Gift Card

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

Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes,

Regulations

➤ No Regulations

New Business

➤ No New Business

Notice of Motion

➤ No Notice of Motion

Roundtable

Councillor, M. Crocker ~

Resolution 20-009

M. Crocker/ T. Crocker

Motion to go into in-camera session.

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

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes,

Resolution 20-010

R. Crocker/ T. Crocker

Motion to come out of in-camera session.

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

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes

- ⇒ Make residents aware that any damages sustained around Town should be reported to a Town representative immediately, residents should refrain from trying to alleviate any issues themselves as this could potentially become a liability to the Town.
- ⇒ Contact Jason Young, Gudie Hutchings, Municipal Affairs and the opposition to gather information on the placement of a rock barricade across the cove to rectify storm damage in the future.

Councillor, N. Barnes ~ No Business

****Councillor, N. Barnes declared conflict and exited Council Chambers at 8:45 PM;
Executive Member of the Lions Club****

Councillor, R. Crocker ~ Chase the Ace Funds ~ The lions has already been contacted regarding the Chase the Ace Funds they have raised toward the purchase of a new fire truck; Awaiting a reply.

****Councillor, N. Barnes returned to Council Chambers at 8:47 PM****

****Councillor, M. Crocker asked to add to her Roundtable; Permission Granted****

Councillor, M. Crocker ~ Accessway Blockage

****Mayor, H. Crocker declared conflict, passed chair to Councillor, T. Crocker and exited Council Chambers at 8:48 PM; Family Property****

- ⇒ The accessway around Tommy's Lane is still blocked; a snowblower has been brought up to clear a path for the tractor which has left a four-foot drop in some areas; it is a hazard to snowmobiles trying to pass the area; Follow up with Crown Lands for direction on the blockage.

****Mayor, H. Crocker returned to Council Chambers and resumed chair at 8:51 PM****

Councillor, T. Crocker ~

- ⇒ Policies need to be updated
- ⇒ Hann's Lane snow clearing; Maintenance has been plowing it weekly to pick up garbage.

Councillor, T. Rogers ~

- ⇒ Schedule the meeting with business owners/public regarding a tourism plan and the Town of Trout River vision; Meeting will take place on February 5th, 2020.
- ⇒ Trail Counter; Inquiry has been made to Parks Canada regarding obtaining one.

Mayor, H. Crocker ~

- ⇒ A tax form was recently obtained to claim kilometers when picking up orders for the Town of Trout River for all Councillors; Create a log at the office for all Councillors to sign when picking up Town supplies
- ⇒ Create an account with TRA and Bugden's for the Town of Trout River for the purchase of items for all Town and committee needs for fundraisers, etc.

Deputy Mayor, G. Barnes ~ Absent

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

Action Items List from December 10th, 2019 Public Meeting

No.	Action	Dept.	In Progress, Ongoing or Done
1.	CEEP 2019	Town Assistant	Employee started on Monday January 6 th , 2020 Ongoing
2.	Streetlighting/ Solar Lighting	Town Assistant	Order placed for Duke Street and Feeder Lane Ongoing
3.	River Dredging	Town Clerk/Manager	Project will commence in Spring of 2020 Ongoing
4.	Rezoning	Town Clerk/Manager & Town Assistant	Ongoing
5.	Policies (Updates)	Town Clerk/Manager	Ongoing
6.	Western Health (Clinic)	Town Assistant	Meeting scheduled for December 9 th , 2019 at 1:00 pm. Ongoing
7.	Canada Day Celebrations	Town Assistant	Application submitted. Ongoing
8.	Blue Whale	Town Clerk/Manager	Ongoing
9.	Property Beatification Contest	Town Clerk/Manager	Ongoing.
10.	Hunter Safety/FAC Course	Town Assistant	Session one completed; have interest for two more sessions after the Holidays. Ongoing
11.	Beach Clean up	Town Assistant	Cancelled on Sept 2; will schedule another date. Ongoing
12.	Blood Collection	Town Clerk/Manager	Added to the Western Health requests Ongoing
13.	Storm Damages	Town Clerk/Manager	Report from SNC Lavalin Ongoing
14.	Vision Center Meeting	Town Clerk/Manager	January 17 th , 2020; 10AM-3PM; Lunch provided
15.	State of Emergency	Town Clerk/Manager	Still in place, needs to be lifted. Ongoing
16.	Snow Clearing	Town Clerk/Manager	Snow is being placed in the road while residents are clearing driveways.
17.			
18.			
19.			

#1. CEEP ~ One employee started on January 6th, 2020; the other employee is awaiting doctor's clearance.

#6. **Western Health** ~ There is a mental health day scheduled at Trout River Clinic for every second Monday; an email was sent to set up the proposed meeting for January, but there has been no response as of yet.

#9. **Property Beautification Contest** ~ Communities in Bloom

#10. **Hunter Safety/FAC Course** ~ An email has been sent to try and schedule another session; no response yet; Inquire about a Trapper Education Course.

#13. **SNC Lavalin Storm Damage Report** ~ Add to the action list for February meeting.

#14. **Visitor Center Meeting** ~ The Mayor will attend, weather permitting; inform Cynthia of Parks Canada.

#15. **State of Emergency** ~ State of Emergency is still in place; contact Fire and Emergency Services to get direction on getting it lifted.

Schedule of next meeting

Next regular monthly meeting scheduled for Tuesday February 11th, 2020 at 7:00 PM

Adjournment

Resolution 20-011

M. Crocker/ T. Crocker

Motion to adjourn meeting.

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

Opposed: 0

Abstaining: 0

Absent: Deputy Mayor, G. Barnes

Approved On: February 11, 2020

Signed: *H. Crocker*

Position: Mayor

ALL ACCOUNTS PAYABLE ENDING JANUARY 31ST 2020 (FEBRUARY MEETING)

ACCOUNTS PAYABLE ENDING – JANUARY 2020 #1

TOWN			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Bell Aliant	Services	-	Paid upon Receival
NL&LAB Hydro	Services	-	Paid upon Receival
Hann's Confectionary	Supplies	\$300.20	Gas/ Supplies
Phone Tech Voice & Data LTD	Services	\$57.38	Office & Fire Hall Alarm System
K.C. Reid Enterprises	Supplies	\$1738.35	Chlorine/Shovels/Gloves/Pellets
NL Association of Fire Services	Services	\$402.50	Membership Fees
Staples	Supplies	\$526.31	Toners/Binders/ Folders/Envelopes/Norton
Newfoundland Exchequer	Services	\$1.15	License
Great Humber Joint Council	Services	\$100.00	Membership Fees
C&R Contractors	Services	\$4,256.11	January Garbage (10.49 Tonnes)
TOTAL		\$7,382.00	
HERITAGE COMMITTEE			
TOTAL		\$0.00	
TRAILS COMMITTEE			
TOTAL		\$0.00	
RECREATION COMMITTEE			
TOTAL		\$0.00	
FIRE DEPARTMENT			
Hann's Confectionary	Supplies	\$3.57	Gas Line Antifreeze
TOTAL		\$3.57	

ACCOUNTS PAYABLE ENDING – JANUARY 2020 #2

FIRE DEPARTMENT			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Barnes Store	Supplies	\$5.74	Paper Plates
TOTAL		\$5.74	

ACCOUNTS PAYABLE ENDING – JANUARY 2020 #3

FIRE DEPARTMENT			
SUPPLIER NAME	SERVICES PROVIDED	INVOICE AMOUNT	NOTES
Arctic West	Services	\$345.00	Labour on Pump
TOTAL		\$345.00	

