

# TOWN OF TROUT RIVER

P.O. Box 89

Trout River, NL A0K 5P0

Email: [townclerk@townoftroutriver.com](mailto:townclerk@townoftroutriver.com)

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

## Meeting Tuesday July 14<sup>th</sup>, 2020 @ 7 P.M

### **Call meeting to order**

### **Adoption of the Agenda**

### **Adoption of the Minutes ~ Business Arising from Minutes**

- Special Virtual Meeting ~ June 10<sup>th</sup>, 2020

### **Delegation**

- Parks Canada via Teleconference

### **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 monthly meeting held on Tuesday July 14<sup>th</sup>, 2020

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

## Call meeting to order

Meeting called to order at 7:06 PM

## Adoption of the Agenda

### **Resolution 20-077**

**T. Crocker/ M. Crocker**

Motion to adopt the agenda with addition of Parks Canada as delegate.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

## Adoption of the Minutes

### **Resolution 20-078**

**T. Crocker/ M. Crocker**

Motion to adopt minutes as presented

- Special Virtual Meeting ~ June 10<sup>th</sup>, 2020 with correction on resolution 20-075.

### **Business Arising from Minutes**

- Correction of 19 hours changed to 20 hours and 35 hours changed to 36 hours on resolution 20-075.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

## **Delegation** ~ Parks Canada

- Collaboration to Protect, Recover and Research Resilient Atlantic Salmon
- Trout River Salmon Restoration Project ~ Community Outreach Component
- Provide suggestions on people who would be interested in the restock of the river
- Information Kit almost finished; Town will review/add ideas; the kit will be sent to all residents once completed.
- Summer Student has been in contact with some of the seniors to gather information

- Post to Social Media for residence to watch for the upcoming information kit on the Salmon Restoration Project

## **Public Works**

### **Water/Sewer**

- Clean debris left at Lift Station #3
- Feeder requires re-routing back to the intake
- Inquire concerning upcoming Water Intake Upgrade Project

## **Garbage**

- Community Dumping

### **Resolution 20-079**

#### **T. Crocker/ M. Crocker**

Motion to allow residents the opportunity to drop off appliances/household furniture for proper disposal for a fee, according to Western Waste Management Fees and Guidelines.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

## **Roads**

- Contact contractor concerning recent water and sewer connections and ask for repairs to the pavement in both areas.
- Email P&B Trucking regarding the recapping of pavement on Main Street Water and Sewer Upgrade that occurred Summer 2019.

## **Permits**

- 72 Mountain Drive ~ Extension of a Deck ~ Approved

### **Resolution 20-080**

#### **T. Crocker/ M. Crocker**

Motion to approve the construction of a deck extension, located at 72 Mountain Drive as specified on permit application.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

- 116 Main Street ~ Construction of Shed ~ Approved, with stipulation.

### **Resolution 20-081**

#### **M. Crocker/ T. Crocker**

Motion to approve the construction of a shed, located at 116 Main Street as specified on permit application with one stipulation: Applicant must pay **DOUBLE** fee due to work commencing prior to obtaining permit approval.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**



- 79B Mountain Drive ~ Change of Occupancy ~ Denied

**Resolution 20-082**

**T. Crocker/ M. Crocker**

Motion to deny change of occupancy located at 79B Mountain Drive on the grounds that the Business is still being advertised on multiple social media and websites as open and available for business.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

- 196 Main Street ~ Construction of Extension on House ~ Approved, with stipulation.

**Resolution 20-083**

**M. Crocker/ T. Crocker**

Motion to approve the construction of an extension to the house, located at 196 Main Street as specified on permit application with one stipulation: Applicant must sign a waiver to release the Town of Trout River from responsibility with regards to ALL excavation on the property.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

- 274 Main Street ~ Extension of a Deck ~ Approved

**Resolution 20-084**

**T. Crocker/ M. Crocker**

Motion to approve the construction of a deck extension, located at 274 Main Street as specified on permit application.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

**Finance & Administration**

- Continue to pay Invoices as they arrive at the office due to COVID -19 Pandemic

**Arms of Council Committee Reports**

**Fire Department**

- New liaison required; will be assigned following by-election
- No news on the new firetruck
- Send letter concerning Chase the Ace Funds

**Recreation**

- **Liaison Report:** No meetings have occurred
- Canada Day was a success
- Bingo Application has been re-submitted
- COVID -19 Guidelines has been passed along to the committee

**Heritage**

- New liaison required; will be assigned following by-election
- Four Students has been hired and one Curator

## Trails

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

## Rink

- **Liaison Report:** No meeting; No Report
- Toonie Block Draw have been restarted following COVID -19
- An anonymous donor wishes to make a donation; awaiting a quote to pass along to the donor.

## Correspondence

#1. Kimberly Loveys ~ COVID -19 Community Safety Measures ~ Placement of Sanitizing Stations: Eastern Point, Western Point, Both Viewpoints and the school playground.

#2. Clar Simmons Scholarship ~ Application ~ Prepare a letter for a staff child's application.

#3. Resident ~ Business Tax ~ Remove and adjust account.

### **Resolution 20-085**

**M. Crocker/ T. Crocker**

Motion to approve the removal of Business Tax and discontinue future billing on the account.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

#4. Royal Canadian Legion ~ Military Service Recognition Book

#5. Circular ~ Information

#6. Municipal Assessment Agency ~ Memo

#7. NL Life with COVID -19 ~ Implications for Municipalities

#8. Arts NL ~ Grants and COVID -19 ~ Contact Ken Murphy regarding our grants

#9. Parks Canada ~ Campsite Information

#10. Jason Young ~ Cellular Service Deadline Extension

### **Resolution 20-086**

**T. Crocker/ M. Crocker**

Motion to support the Cellular Application process, but take no responsibility of payment until a cost analysis is provided.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

#11. Chris Power ~ River Dredging ~ Information

#12. Resident ~ Safety Concerns/Speeding Concerns

**Resolution 20-087**

**M. Crocker/ T. Crocker**

Motion to purchase two speed bumps for Duke Street.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

#13. Resident ~ Garbage Dumping Concerns ~ Addressed under garbage

#14. Resident ~ Ditching Concerns ~ Add to Action List

#15. Resident ~ Water & Sewer Fees

**Resolution 20-088**

**T. Crocker/ M. Crocker**

Motion to waive second Water and Sewer Fee; Should the property return to a rental property the fee will be re-added to the account.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

#16. Mitchell Mercer ~ Provincial Wastewater ~ Information

#17. Leah Burry ~ Unauthorized Fording ~ Add to Action List

#18. Carla Hayes ~ Amending Watershed Area ~ Arrange meeting; ask for larger clear maps.

### Regulations

- No Regulations

### New Business

- No New Business

### Notice of Motion

- No Notice of Motion

### Roundtable

**Councillor, M. Crocker ~**

- ⇒ Western Health; Contact; CC all Government Officials
- ⇒ Internet at the Clinic; we are not responsible to supply utilities
- ⇒ Contact Anthony Blanchard regarding Feeder eating out under Route 431
- ⇒ Contact Anthony Blanchard regarding rock clean up along the Feeder
- ⇒ Monument Upgrade; add to Action List

**Councillor, N. Barnes ~ Absent**

**Councillor, T. Crocker ~ No Business**



**Deputy Mayor, G. Barnes** ~ Absent

**Mayor, H. Crocker** ~ No Business

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

Action Items List from Previous 2020 Meetings  
For July 14<sup>th</sup>, 2020 Meeting

No.	Action	Dept.	In Progress, Ongoing or Done
1.	Streetlighting/ Solar Lighting	Town Assistant	Ongoing
2.	River Dredging	Town Clerk/Manager	Ongoing
3.	Rezoning	Town Clerk/Manager & Town Assistant	Ongoing
4.	Policies (Updates)	Town Clerk/Manager	Ongoing
5.	Western Health (Clinic)	Town Assistant	Ongoing
6.	CEEP & JCP Applications	Town Assistant	Ongoing
7.	Blue Whale	Town Clerk/Manager	Ongoing (Unsure Due to Covid-19)
8.	Property Beautification Contest	Town Clerk/Manager	Ongoing
9.	Hunter Safety/FAC Course	Town Assistant	Ongoing (Unsure Due to Covid-19)
10.	Beach Clean up	Town Assistant	Ongoing (Unsure Due to Covid-19)
11.	Blood Collection	Town Clerk/Manager	Added to the Western Health requests Ongoing
12.	Boardwalk Storm Damages	Town Clerk/Manager	Ongoing
13.	Water Supply Intake Upgrade	Town Clerk/Manager	Resolution Required (\$24,152) Ongoing
14.	Lift Station #3 Pump	Town Clerk/Manager Maintenance	Apply through Gas Tax Ongoing
15.	Cell Phone Service	Town Clerk/Manager	Resolution for Municipal Cost Sharing Ongoing
16.	First Aid Training	Town Assistant	Woody Point (Unsure Due to Covid-19)
17.	Correspondence	Town Clerk/Manager	Councillor Resignation
18.	By – Election	Town Clerk/Manager Town Assistant	Start proceedings for By-Election Ongoing

**#6. CEEP & JCP** ~ Apply for an extension on the Fire Hall for JCP  
~ Apply for the Pasture Upgrade for the CEEP

**#12. Boardwalk Storm Damages** ~ Maintenance and Summer Students have been working on the Boardwalk

**#13. Water Supply Intake Upgrade** ~ Cost sharing resolution required  
**Resolution 20-089**

**M. Crocker/ T. Crocker**

Be it resolved to accept cost-shared funding as outlined in the Municipal Affairs and Environment project approval letter dated, July 2<sup>nd</sup>, 2020 to complete Upgrade Water Supply Intake 17-GI-21-00097 for the amount of \$266,335.00. The Town of Trout River agrees to provide \$24,152 in funding for this project and authorizes the Mayor and Town Clerk Secretary to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of Trout River.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**



**#14. Lift Station #3 Repairs ~ Apply through Gas Tax**

**Resolution 20-090**

**T. Crocker/ M. Crocker**

Be it resolved that the Town of Trout River submit its Capital Investment Plan to the Department of Municipal Affairs and Environment for Gas Tax Funding in the amount of \_\_\_\_\_ for upgrades to Lift Station #3.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

**#18. By -Election ~ Start proceedings for a By- Election for Two Councillors**

**Resolution 20-091**

**M. Crocker/ T. Crocker**

Motion to appoint the Town Clerk Manager as the Returning Officer and to begin the process of the By-Election to fill Councillor, T. Roger's and Councillor, R. Crocker's seats; One Nomination Day scheduled for August 19<sup>th</sup>, 2020 from 8:00 AM – 8:00 PM; A one-day By-Election (date to be determined) from 8:00 AM – 8:00PM, with no option for an Advanced Poll; Appoint The Town Assistant as the Poll Clerk for the By-Election; Appoint an Alternate Returning Office at the Returning Officers discretion in the event that the appointed Returning Officer be unavailable; Rate of pay will be as follows: the Poll Clerk will receive regular Town Assistant wages from 8:00AM – 8:00PM and the Alternate Returning Officer will receive a one-time payment of \$150.00 for the day in the event that they are called in.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

**Schedule of next meeting**

**Next regular monthly meeting scheduled for Tuesday August 11<sup>th</sup>, 2020 at 7:00 PM**

**Adjournment**

**Resolution 20-092**

**T. Crocker/ M. Crocker**

Motion to adjourn meeting.

**In favor: Mayor H. Crocker, Councillors, M. Crocker, T. Crocker**

**Opposed: 0 Abstaining: 0 Absent: Deputy Mayor, G. Barnes, Councillor, N. Barnes**

Approved On: August 17, 2020  
Signed: *Lawrence Crocker*  
Position: Mayor.

1500 St. Augustin  
Lafayette, Louisiana  
11/1/1911



**ALL ACCOUNTS PAYABLE ENDING JULY 31<sup>ST</sup>, 2020 (AUGUST MEETING)**

**ACCOUNTS PAYABLE ENDING – JULY 2020 #1**

<b>TOWN</b>			
<b>SUPPLIER NAME</b>	<b>SERVICES PROVIDED</b>	<b>INVOICE AMOUNT</b>	<b>NOTES</b>
Bell Aliant	Services	-	Paid upon Receival
NL&LAB Hydro	Services	-	Paid upon Receival
CEEP Repayment	Services	\$4,451.74	Unused Funding
Youth Ventures	Services	\$166.66	Yearly Fee
Pikes Service Station	Services/Supplies	\$2875.13	Fill/Equipment
Crane Supply	Supplies	\$23.00	Supplies
Hi-Tech Communications	Services	\$424.35	Bi monthly Satellite Phone Minutes
Williams Building Supplies	Supplies	\$35.55	Supplies
Shears Building Supplies	Supplies	\$41.11	Hose Contractor
Phone Tech Voice & Data LTD	Services	\$115.07	Office & Fire Hall Alarm System
<b>TOTAL</b>		<b>\$8132.61</b>	
<b>HERITAGE COMMITTEE</b>			
<b>TOTAL</b>		<b>\$0.00</b>	
<b>TRAILS COMMITTEE</b>			
<b>TOTAL</b>		<b>\$0.00</b>	
<b>RECREATION COMMITTEE</b>			
<b>TOTAL</b>		<b>\$0.00</b>	
<b>RINK COMMITTEE</b>			
		<b>\$0.00</b>	
<b>FIRE DEPARTMENT</b>			
<b>TOTAL</b>		<b>\$0.00</b>	

**ACCOUNTS PAYABLE ENDING – JULY 2020 #2 (Gloria)**

<b>TOWN</b>			
<b>SUPPLIER NAME</b>	<b>SERVICES PROVIDED</b>	<b>INVOICE AMOUNT</b>	<b>NOTES</b>
Long Range Construction	Services	\$373.75	Excavating Curb Stop
<b>TOTAL</b>		<b>\$373.75</b>	

