

# 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 March 10<sup>th</sup>, 2020 @ 7 P.M**

## **Call meeting to order**

## **Adoption of the Agenda**

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

- Regular Monthly Meeting ~ February 11<sup>th</sup>, 2020
- Special Meeting ~ January 25<sup>th</sup>, 2020
- Discussion ~ February 5<sup>th</sup>, 2020

## **Delegation**

- No Delegate

## **Public Works**

- Water & Sewer
- Garbage
- Roads
- Permits

## **Finance & Administration**

## **Arm of Council Committee Reports**

- Fire Department ~ Councillor, T. Rogers
- Recreation ~ Councillor, T. Crocker
- Heritage ~ Councillor, R. Crocker
- Trails ~ Councillor, M. Crocker
- Rink ~ Deputy Mayor, G. Barnes

## **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 March 10<sup>th</sup>, 2020

<b>Present:</b>	<b>Mayor:</b>	Horace Crocker
	<b>Councillors:</b>	Nelson Barnes
		Marsha Crocker
		Tanya Rogers
		Tina Crocker
		Rosie Crocker
<b>Absent:</b>	<b>Deputy Mayor:</b>	Gloria 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 7:05 PM

## Adoption of the Agenda

Resolution 20-029

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 20-030

T. Crocker/ N. Barnes

Motion to adopt minutes as presented

- Regular Monthly Meeting ~ February 11<sup>th</sup>, 2020
- Special Meeting ~ February 25<sup>th</sup>, 2020
- Discussion ~ February 5<sup>th</sup>, 2020

## Business Arising from Minutes

- Rock Barricade ~ No updates; Contact Jason Young
- Add the word "identified" on page 2, point #31 on the Special Meeting Minutes.
- Questions concerning errors on Resolution 20-017; No errors identified
- Questions concerning errors on Resolution 19-019; No errors identified

**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

- Request to revise the Protected Water Supply Area map by Water and Environment Services requesting to enlarge the area.

- This enlargement will potentially take in portions of the Town of Trout River infrastructure, as well as personal property.
- Without further clarification on the actual parcels of property involved Council will deny this request until a meeting can be arranged for clarification from Water and Environment Services.

### **Resolution 20-031**

**M. Crocker/ N. Barnes**

Motion to reject the presented revisions to the Protected Water Supply Area until further clarification can be obtained from Water and Environment Services.

**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**

- Pumps tripping on lift station 3 is an ongoing issue; have had no luck with contacting SNC Lavalin to help rectify the problem; Contact them again.
- Pikes recently dug out the end of Emanuel's Brook because the water was backing up and running into the lift station.

### **Garbage**

- Tonnage for the month of January is 6.87.

### **Roads**

- Contact Department of Transportation regarding the stop and yield signs that are damaged at the intersection of Route 431 and Main Street. CC Council.
- Contact Department of Transportation regarding the potholes and have them place some cold patch. CC Council.
- Post on Social Media urging residents with concerns regarding road conditions to contact the Department of Transportation as well and voice their opinions.

**Permits ~ No Permits**

**Finance & Administration**

**Resolution 20-032**

**M. Crocker/ N. Barnes**

Motion to pay Accounts Payables # 1 Ending February 2020

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

<b>TOWN</b>			
<b>SUPPLIER NAME</b>	<b>SERVICES PROVIDED</b>	<b>INVOICE AMOUNT</b>	<b>NOTES</b>
Bell Alliant	Services	-	Paid upon Receipt
NL&LAB Hydro	Services	-	Paid upon Receipt
Hann's Confectionary	Supplies	\$405.45	Gas/ JCP Supplies
Cal LeGrow Insurance	Services	\$450.00	Travel Accident Insurance
Western Hydraulic & Mechanical	Supplies	\$50.20	Relay HPU Motor
Western Pump Services	Supplies	\$1,966.20	Regulator
Mic Mac Fire & Safety Services	Supplies	\$4, 308.67	Two Suits of Bunker Gear
EMCO Corporation	Supplies	\$626.76	Water Supplies
Williams Building Supplies	Supplies	\$55.68	JCP Supplies
Shears Building Supplies	Supplies	\$557.13	JCP Supplies
Phone Tech Voice & Data LTD	Services	\$57.38	Office & Fire Hall Alarm System
K.C. Reid Enterprises	Supplies	\$133.11	Water Pellets
C&R Contractors	Services	\$3,662.43	February Garbage (6.87 Tonnes)
<b>TOTAL</b>		<b>\$11,673.01</b>	
<b>HERITAGE COMMITTEE</b>			
Shears Building Supplies	Supplies	\$2033.20	Panic Door & Hardware
<b>TOTAL</b>		<b>\$2,033.20</b>	
<b>TRAILS COMMITTEE</b>			
<b>TOTAL</b>		<b>\$0.00</b>	
<b>RECREATION COMMITTEE</b>			
Hann's Confectionary	Supplies	\$9.09	Carolling Cookie Supplies
<b>TOTAL</b>		<b>\$9.09</b>	
<b>RINK COMMITTEE</b>			
<b>TOTAL</b>		<b>\$0.00</b>	
<b>FIRE DEPARTMENT</b>			
Mic Mac Fire & Safety Services	Supplies	\$4, 308.67	Two Suits of Bunker Gear
Central Training Services	Services	\$851.00	Fire Truck Assessment
<b>TOTAL</b>		<b>\$5,159.67</b>	

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 20-033**

**R. Crocker/ T. Crocker**

Motion to pay Accounts Payables # 2 Ending February 2020

**ACCOUNTS PAYABLE ENDING – FEBRUARY 2020 #2**

<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>	

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

**Arms of Council Committee Reports**

**Fire Department**

- **Liaison Report:** The 2019 Year End Financial Report was passed on to the Fire Chief.
- Woody Point Fire Chief is not authorized to do an inspection on the fire truck.
- Inspection will be done on site
- Executive Board have been put in place for voting purposes, and are as follows:

- ⇒ Fire Chief: Wade White
- ⇒ Deputy Fire Chief: Brett White
- ⇒ Secretary: Bonnie White
- ⇒ Ian Brake
- ⇒ Kemoy Wright
- ⇒ Viola Parsons
- ⇒ Sterling Crocker
- ⇒ Morris Brake
- ⇒ Lindsay Crocker
- ⇒ Edwin Langdon

- They inquired whether or not the Fire Hall repairs are their financial responsibility; the Town of Trout River will cover the cost of the building repairs under the funds allotted in the 2020 Municipal Budget for the Fire Department.
- They requested file folders for their office
- Pump on the truck was previously repaired with JB Weld; see if it can be fixed properly.
- Inquire whether or not repairs can be covered under insurance.

#### **Resolution 20-034**

**T. Crocker/ T. Rogers**

Motion to make necessary repairs to the Fire Hall roof and ceiling

**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**

#### **Recreation**

- **Liaison Report:** Members asked if the grant obtained by the Town of Trout River would be added to their funds since the Recreation Committee has taken full responsibility for Canada Day Festivities; Council will designate the Grant Funds but the Committee will be responsible to supply the receipts for ALL purchases.

#### **Heritage**

- **Liaison Report:** They have decided to replace the carpet with new carpet in the theatre of the Interpretation Building instead of wood flooring; Ask Maintenance to get measurements.
- Councillor, M. Crocker has resigned as Secretary of the Recreation Committee but will remain a member; Nola Crocker was nominated and accepted the position as Secretary.

#### **Trails**

- **Liaison Report:** No meeting; No Report
- Council wishes to inquire concerning the Trail Committee intentions for the upcoming summer season; Liaison will contact the President with the inquiry.

#### **Rink**

- **Liaison Report:** No liaison Present.
- Toonie Block Draw have had a profit of \$228.00 in three draws.
- A bake sale has been arranged for March 27<sup>th</sup>, 2020 at the Town Office
- An appointment with the Bank will be made to open the Rink Committee Account.

#### **Correspondence**

**#1. Resident ~ Commercial property returning to a residential property**

#### **Resolution 20-035**

**T. Crocker/ R. Crocker**

Motion to make appropriate adjustments to the account.

**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**

#2. Resident ~ Combining adjacent land ~ Information

#3. NL Hydro Grant Opportunity ~ Pass along to the Recreation Committee for the Ball Field

#4. Atlantic Healthy Oceans Initiative ~ Send letter of support

#5. Canadian Heritage ~ Canada Day Grant ~ Information

#6. Resident ~ Business Tax Adjustment

**Resolution 20-036**

**M. Crocker/ T. Rogers**

Motion to remove invoice and inform the resident that any future advertising will result in re-invoicing.

**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**

#7. Minister of Transportation, Steve Crocker ~ Information

#8. Trevor Randell, Chris Power & Courtney King ~ Salmon Project and River Dredging Concerns ~ Arrange a meeting with all parties.

#9. Circular ~ COVID 19 Virus

#10. Municipal Training ~ No one will be attending

#11. ATIPP Training ~ No one will be attending

**Regulations**

➤ No Regulations

**New Business**

➤ No New Business

**Notice of Motion**

➤ No Notice of Motion

**Roundtable**

**Councillor, M. Crocker ~**

- ⇒ Western Health Requests; while visiting Bonne Bay Health Center there were approximately 12 residents there awaiting appointments from this side of the bay; Contact Western Health yet again regarding previous requests.
- ⇒ No paramedic currently on the ambulance; if a paramedic is needed one will leave from Norris Point and meet the ambulance.
- ⇒ Inquire whether or not there is a paramedic stationed in Woody Point.

**Resolution 20-037**

**M. Crocker/ T. Crocker**

Motion to go into In-Camera Session.

**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 20-038**

**T. Crocker/ M. Crocker**

Motion to come out of In-Camera Session.

**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, N. Barnes** ~ No Business

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

**Councillor, T. Crocker** ~ Create a Summer Calendar

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

**Councillor, T. Rogers** ~

- ⇒ Communities in Bloom has already been forwarded to the office; Contacted the person in charge of the event for information; three small communities can split the cost of the fee; Judges will still come to the communities but we would not be entered as a competition, more for advertisement purposes; Deadline is March 28<sup>th</sup>, 2020; Pass information to Town of Woody Point and Town of GBS.
- ⇒ Great Humber Joint Council Minutes have not been forwarded to the Town Office; they contain information on Cell Phone Service, similar to the Bay of Islands; We are supposed to get our own tower for service.
- ⇒ Online Minutes not posted; they were all posted but after errors were discovered they were taken down for revisions.

**Mayor, H. Crocker** ~

- ⇒ Noise Policy needs to be added to a policy meeting
- ⇒ Council does not condone bad Public Relations concerning the Town of Trout River which was recently posted on Twitter and caused negative PR for the Town across the island.
- ⇒ A meeting regarding the Rocky Harbour Visitor Center will be Wednesday March 18<sup>th</sup>, 2020; the Mayor will attend on behalf of Council.

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

Action Items List from February 11<sup>th</sup>, 2019 Public Meeting  
For March Meeting

No.	Action	Dept.	In Progress, Ongoing or Done
1.	Streetlighting/ Solar Lighting	Town Assistant	Ongoing
2.	River Dredging	Town Clerk/Manager	Updates Ongoing
3.	Rezoning	Town Clerk/Manager & Town Assistant	Ongoing
4.	Policies (Updates)	Town Clerk/Manager	Ongoing
5.	Western Health (Clinic)	Town Assistant	Sent several emails to Jonathan Andrews; no reply. Ongoing
6.	Canada Day Celebrations	Town Assistant	\$2400.00 Grant Awarded to the Town; 2000.00 Grant Awarded to the Recreation; Ongoing
7.	Blue Whale	Town Clerk/Manager	Ongoing
8.	Property Beautification Contest	Town Clerk/Manager	Ongoing.
9.	Hunter Safety/FAC Course	Town Assistant	Awaiting a date confirmation. Ongoing
10.	Beach Clean up	Town Assistant	Cancelled on Sept 2; will schedule another date. Ongoing
11.	Blood Collection	Town Clerk/Manager	Added to the Western Health requests Ongoing
12.	Storm Damages	Town Clerk/Manager	Ongoing
13.	Canada Summer Jobs Town, Recreation, Heritage,	Town clerk/Manager Town Assistant	Applications Submitted Ongoing
14.	Hall Rental	Town Clerk/Manager	PFHCB requested a five-day rental
15.	Lift Station #3 Pump	Town Clerk/Manager Maintenance	LePa and Ira have been on holidays, awaiting their return for a teleconference with Maintenance. Ongoing
16.	Water Tower	Town Clerk/Manager	Vandalism Ongoing
17.	Cell Phone Service	Town Clerk/Manager	Update from Jason Young. Ongoing
18.	Amend 2019 Tax Structure	Town Clerk/Manager Town Assistant	NSF Fees; costing the Town when cheques do not clear at the bank.
19.	Seniors Group	Town Clerk/Manager	A group of Seniors will be visiting on June 17 <sup>th</sup> , 2020; the 50+ Club is wondering if the Jacob House and Interpretation Building can be open for them to visit.
20.	Resident Tax Request	Town Clerk/Manager Town Assistant	Revisit decision
21.	Professional Municipal Administrators	Town Clerk/Manager	Annual Convention; June 17-19, 2020; Gander
22.	First Aid Training	Town Assistant	Woody Point; date to be determined
23.	Social Media Slander/Accusations	Town Clerk/Manager Town Assistant	A recent post slandering Council and Maintenance as well as accusations towards Maintenance.

**#1. Street Lighting/ Solar Lighting** ~ NL Hydro Grant Opportunity

**#16. Water Tower** ~ Vandalism was recently discovered in multiple areas of the Water Tower; Post to Social Media.

**#18. 2020 Tax Structure** ~ The Town of Trout River is being charged a fee on insufficient fund cheques and we don't have a fee in place to cover the cost.

**Resolution 20-039**

**M. Crocker/ N. Barnes**

Motion to add a \$20.00 NSF Fee to the 2020 Tax Structure.

**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**

**#19. Seniors 50+ Club** ~ Arrangements for the Interpretation Building and Jacob A. Crocker House can be made to accommodate the expected Senior's Group should they choose to visit the Town of Trout River.

**#20. Resident Tax Request** ~ Contact Municipal Affairs and Municipal Assessment Agency for guidance.

**#21. Professional Municipal Administrators Convention** ~ June 17<sup>th</sup>, 2020 – June 19<sup>th</sup>, 2020 in Gander, NL.



**Resolution 20-040**

**T. Crocker/ M. Crocker**

Motion to send the office staff to the Professional Municipal Administrators Convention in Gander, NL from June 17<sup>th</sup>, 2020 – June 19<sup>th</sup>, 2020; The Town Office will be closed during this time.

**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**

**#22. First Aid Course** ~ Offered in Woody Point; date undecided; Town Clerk/Manager is due for renewal.

**Resolution 20-041**

**T. Crocker/ M. Crocker**

Motion to send the Town Clerk/ Manager for First Aid Training in Woody Point.

**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**

**#23. Social Media Slander/Accusations** ~ Councillor, T Rogers informed Council that the post was removed following her request to remove it; Contact the Social Media Platform and see if the post can be obtained and have it sent to the Police.

**Schedule of next meeting**

**Next regular monthly meeting scheduled for Tuesday April 14<sup>th</sup>, 2020 at 7:00 PM**

**Adjournment**

**Resolution 20-042**

**T. Crocker/ N. Barnes**

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: \_\_\_\_\_

*July 21, 2020*

Signed: \_\_\_\_\_

*Harold Crocker*

Position: \_\_\_\_\_

*Mayor*