



**Town of Main Brook**

**Regular Meeting of Council November 06, 2017**

*Call to order: 7:00pm*

**Present**

Mayor Barbara Genge  
Councillor Randy Strangemore  
Councillor Adele England  
Councillor Ben Wiper  
New Councillor Beverly Pilgrim

**Also present:** Town Clerk Sherry Reid

**Absent:** Deputy Mayor Joseph Brown

**Oath of Office by new councillor Beverly Pilgrim was completed and signed & witnessed by all in attendance.**

**Agenda Additions:** Rules regarding emails

**Motion 2017 - 080**

Councillor Randy Strangemore/Councillor Ben Wiper

Moved to adopt the agenda as amended

All in favor

Motion Carried

**Motion 2017- 081**

Councillor Ben Wiper/Councillor Adele England

Moved to adopt minutes of **October 10, 2017** as written

All in favor

Motion Carried

**Business Arising**

**Gas Tax** – Councillor Wiper informed members that quotes will be coming in for Genges Electrical. Discussion took place regarding the difficulty of obtaining quotes and what was the best way to approach getting these quotes. Councillor Wiper gave two options. 1. Break down the projects into 3 parts (mold, siding/electrical, & generator) and look for contractors who specialize in each category, or 2. Look for a general contractor that would cover all areas. All members agreed that the best route was a general contractor. Members also discussed the best way to apply for funding whether it be through gas tax or capital works, and agreed to go through gas tax. Councillor wiper will make calls for quotes.

**Main Brook Park** – a decision was made by all council that the owners of the Main Brook Park would be responsible to pay for the business & property tax, until such time that the owners can provide the

Town Council with a legal survey stating that the park is outside the boundary line. Members also discussed the issues brought forward by owners of another parcel of land owned by same owners of the park, on 3A DOT Rd. This issue was in regards to whether or not they would have to pay for the Water Tax to 3A DOT Rd due to no curbstop on the land. Councillor Strangemore and the Maintenance man will check into this and bring forward observations in the next regular meeting.

**War Memorial-** Council discussed options of gaining funding to enhance the Towns war memorial. A few organizations were suggested by Councillor Wiper, like ‘New Horizons, Veterans Affairs and Tourism funding. Councillor Wiper will be following up on these organizations and will bring forward when more information is obtained. Clerk Reid presented members with the agenda for the Remembrance Ceremony and informed council of their roles and that all preparations for the ceremony

**Maintenance Position** – The hiring committee completed the interviews for this position and gave a brief overview of the outcomes and their suggestions. After discussion, all members decided to hire Pete Stevens pending on the wage subsidy approval. As well, it was decided to have Mr. Stevens do training in Confined Spaces, First Aid, WHIMIS, & OH&S as a requirement. Clerk Reid will look into upcoming training.

**Motion 2017 – 082**

Councillor Adele England/Councillor Randy Strangemore

Moved to have Clerk Reid advise Mr. Stevens that he has been selected work pending & approve all needed training at next possible date courses are offered.

All in favor

Motion Carried

**Motion 2017 – 083**

Councillor Ben Wiper/Councillor Adele England

Moved to adjust Town Office Hours to Monday – Thursday, from 8-5pm

All in favor

Motions Carried

**Norpen** – Mayor Genge spoke about the information she was given regarding increases in the garbage fees for businesses starting January 2018 from \$75/tonne to \$164/tonne, and requested that Clerk Reid contact Norpen and get more information on who is responsible for increasing these fees and if these fees will also be increased for residents.

**Surveyor** – Clerk Reid informed members that the surveyor Yates and Woods has been in town doing surveys and will be returning to do more surveys.

**New Business**

**MNL Update** – Mayor Genge attended the MNL convention and gave an overview of her experience. She suggested that with all the information to be obtained it is wise to send more than one person to these meetings as she felt it was a lot of information for one person to take in. Mayor Genge also stated that the networking at this conference was really good. She suggested that members go to the MNL website as all the convention information will be posted.

**OH&S Training** – Mayor Genge stated that the Town needs to look into OH&S training. Clerk Reid will look into when training sessions will be offered.

**Emails** – Mayor Genge informed members of reasons why it is important to have an email solely used for Town business as it decreases a risk of private information being leaked through private email. She suggested that all council members create an email for all town related correspondence.

**Snowclearing contract** – Clerk Reid informed council that the start date for the snowclearing contract starts December 15 and that the operator would need to come in to sign the contract before then. The hiring committee would discuss the contract and also discuss hiring a casual operator for snowclearing as well.

**Vacant Land** – Clerk Reid informed members of the vacant land available in the Town that is not occupied and ready for land sales. The selling price for these vacant lots were also discussed and Mayor Genge felt that the sale prices were under valued and further discussion to maybe increase these sale prices were needed to bring more revenue to the Town. Further discussion will take place in upcoming meetings.

**Councillor Training** – Clerk Reid informed members that there will be Councillor Training in St. Anthony. Mayor Genge, Councillor Strangemore, Councillor Wiper and Councillor England will be attending for certain. Councillor Pilgrim stated that she would have to request a leave of absence from work first. Clerk Reid will also be attending. Clerk Reid stated that Councillor Brown will not be able to attend due to work commitments.

**Janitorial** – Clerk Reid informed members that the Town will need to seek a new person for the janitorial for the Town building. Councillor Pilgrim stated workers with the JCP cleans the building daily due to using the facility, and suggested waiting until after January to find someone. Tabled

### **Correspondence**

**Letter** – Clerk Reid read the letter from Mary Simms All Grade School looking for support from the Town for their Volleyball Team. Council agreed to give a donation.

#### **Motion 2017 – 084**

Mayor Barbara Genge/Councillor Adele England  
Move to donate \$100 to the Mary Simms All Grade School Volleyball Team  
All in favor  
Motion Carried

**Letter** – Clerk Reid read the letter from Go Western NL regarding membership to their organization. Mayor Genge suggested that through her experience with similar organizations that it would be an asset for the Town to join.

#### **Motion 2017 – 085**

Councillor Beverly Pilgrim/Councillor Adele England  
Made a motion to pay \$100 for an annual membership to Go Western NL  
All in favor  
Motion Carried

**Letter** – Clerk Reid read the letter regarding a request to purchase a piece of land in the Town. Council members discussed the land requested and felt that there was not enough information to go on before making a sound decision. Mayor Genge suggested that Clerk Reid email members the minutes from past

meetings regarding this request and inform the interested buyer that his request is pending until further information has been obtained. Tabled for next regular meeting.

### **Public Works**

**Chlorine Tanks** – Clerk Reid suggested that the Town purchase chlorine tanks for the winter months upfront due to the difficulty of having to transport the cylinders to the pumphouse when the snow is down. Council agreed that it was wise to order the winter supply ahead of time.

**Diesel Pump** – Councillor Strangemore informed council that the Town is in need of a Diesel Pump for the loader. All agreed to purchase one.

#### **Motion 2017 – 086**

Councillor Ben Wiper/Councillor Randy Strangemore  
Moved to purchase a Diesel Pump for the Town for \$400 +HST  
All in favor  
Motion Carried

#### **Finance Report**

Clerk Reid presented the council members with a financial statement and bills to pay. Council reviewed the statement.

#### **Motion 2017 – 087**

Councillor Adele England/Councillor Randy Strangemore  
Moved to allow the Town Clerk pay bills as presented  
All in Favor  
Motion Carried

#### **Call to Close**

#### **Motion 2017 – 088**

Councillor Adele England/Councillor Beverly Pilgrim  
Moved to close Meeting of November 6, 2017  
All in Favor  
Motion Carried

**Meeting Adjourned 9:26 PM**