



# TOWN OF MAIN BROOK

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## I. Call to order

A regular meeting of council on **October 24<sup>th</sup>, 2018** was held at the Town of Main Brook's Municipal Building. The meeting convened at 4:12pm.

## II. Roll Call

### Presiding:

*Mayor Barbara Genge*  
*Deputy Mayor Joe Brown*

### Members of the Council:

*Councillor Randy Strangemore*  
*Councillor Ben Wiper*

### Members of the Council not in attendance:

*Councillor Adele England*  
*Councillor Beverly Pilgrim*

### Staff Members Present:

*Nikita Randell, Town Clerk/Manager*

### Guests in attendance: N/A

## III. ADOPTION OF THE AGENDA

### Motion 2018-207

*Deputy Mayor Joe Brown/Councillor Ben Wiper*

Move to adopt the agenda

All in favor  
motion carried

#### IV. ADOPTION OF THE MINUTES

##### **Motion 2018-208**

*Mayor Barbara Genge (Mayor vacates the chair)/Councillor Randy Strangemore*  
Move to adopt the minutes of Regular Meeting of Council on August 24<sup>th</sup>, 2018, and the minutes of Special Meetings of Council on August 28<sup>th</sup>, 2018, September 6<sup>th</sup>, 2018, and September 25<sup>th</sup>, 2018.  
All in favor  
Motion Carried

#### V. BUSINESS ARISING

**International Grenfell Association** – Ben Wiper informed council that he posted the press release to the town’s website and it will be issued in the near future to the local newspaper. In addition to this, in keeping with our promises made to the International Grenfell Association, council agreed to organize for a plaque to present to the Fire Department to be hung at the Main Brook Fire Hall.

##### **Motion 2018-208**

Mayor Barbara Genge (Mayor vacates the chair)/Deputy Mayor Joe Brown  
Move to order a presentation plaque with a budget of \$200  
All in favor  
Motion Carried

**War Memorial/Fundraising/Flag pole** – Mayor Barbara Genge has been working with other ladies in the community to have an auction for the War Memorial to raise the remaining amount of funds needed for the Caribou Monument. Tickets are being prepared as well as a letter to individuals requesting cash donations. Rather than the auction being held on November 17<sup>th</sup> it will now be held on November 24<sup>th</sup> due to time restraints. Clerk Randell and maintenance man Pete had been searching for a commercial flag pole to place near the war memorial as requested but the lowest quote so far has been \$3100 which is over and beyond our current operating budget for this year. It was agreed to use what we have for now and will reassess prices later.

**MNL AGM 2018 Update** – Councillor Ben Wiper attended the MNL AGM on October 4-6, 2018 and provided council with an overview of the agenda that was presented during the meetings. Cannabis laws were discussed as well as the Municipal Infrastructure funding that was just recently announced by the provincial government.

Upon discussion of the Municipal Infrastructure funding that was recently announced, council agreed to resubmit the Capital Works Application for next phase water and sewage as well as road upgrades which totals \$800,000.00. This application was rejected last year; however; with

new funding available, it presents a better opportunity to receive the funding we are requesting along with the required upgrades for our town.

**Motion 2018-209**

*Deputy Mayor Joe Brown/Mayor Barb Genge (Vacates the chair)*

Move to submit Capital Works Application for Water/Sewage and Road upgrades under the direction of Engineer Michael Gorman

All in favor

Motion Carried

**Gifts of appreciation** – As it is well known, Mr. Strangemore and Mr. Carroll dedicated so much of their time and energy in the past and now present when we were faced with multiple issues concerning our pumphouse and loss of water. The town council felt it was right to give them a gift of appreciation in the amount of \$200. No objections from council.

**2019 Budget/MAA** – Clerk Randell presented the work she had completed on the budget so far and the Finance Committee (Mayor Barbara Genge and Councillor Ben Wiper) informed the clerk that they will schedule a meeting the following week to review and work on the 2019 budget and discuss the mil rate where the MAA is concerned. The net loss value for the upcoming year is -197,912 therefore in order to stay within our operational limits the mil rate will have to increase in order to balance the 2019 budget. Upon completion of the rough draft of the budget, Clerk Randell and The Finance Committee will bring it to the table at the next council meeting to review and make formal decisions based on the budget.

**Call for nominations** – Clerk Randell noted that she had sent a letter to Municipal Affairs regarding the fact that we have had two by-elections and no one has stepped forward to meet our requirement of seven members. A letter was sent to Municipal Affairs advising of our situation and as mandatory, requesting for approval to operate as a Municipality of six elected members or for the Minister to appoint an individual to sit on council.

**Crown Lands Application** - Clerk Randell received a letter into office stating that our application for crown lands was under review and being assessed. From what was gathered from the letter, it is regarding our previous application which council thought would not be processed as they were seeking out an environmental assessment. Council to follow up with this matter.

**Town Vehicle Ad (Tender)** – The town vehicle ad is complete and the tender will run for two consecutive weeks. The week of November 4<sup>th</sup> and the week of November 11<sup>th</sup>.

**JCP** – Clerk Randell discussed the funds of the project and suggested that it would be appropriate to open up an account for the JCP project to place the funds rather than place the overhead budget into the general account of the town.

**Motion 2018- 210**

Deputy Mayor Joe Brown/Mayor Barb Genge (**Vacates the chair**)

Move to open an account for the JCP project

All in favor

Motion Carried

**CEEP** - Council discussed the difficulty in trying to obtain a qualified individual for the Community Enhancement programs. Several applications have been submitted however it turns out that they do not qualify. To date, only 95 hours have been kept towards the Rec Coordinator position as there has only been one qualified individual. Clerk Randell noted that if no other qualified individual steps forward the town will have to return the funding to CEEP so it can be allocated towards other projects.

**VI. NEW BUSINESS**

**Town Clerk (Appointments)** – The Town Clerk advised that she will not be in the office on November 1<sup>st</sup> or November 21<sup>st</sup> due to medical appointments.

**Bonfire night** – Clerk Randell advised that Bonfire night will take place on Monday, November 5<sup>th</sup>. The Town will partner with the Family Resource Centre to provide goodie bags for the children and youth of the area.

**Remembrance Day** – Clerk Randell informed council that Remembrance Day is also approaching and it will take place on a Sunday this year. Mayor Genge advised council that Pastor Skinner has cancelled the Sunday Morning service and will attend the Remembrance Day ceremonies. In addition to this, MP Gudie Hutchings will provide pizza and other snacks the same Sunday night, with the time set to 8:30 to accommodate those are wishing to attend after the church service. Clerk Randell noted that preparations are well under way for the Remembrance Day Ceremony.

**Christmas Parade/Tree lighting/Christmas Supper** – The dates for the Christmas Parade and the tree lighting were needing to be set. Therefore, the council decided on December 8<sup>th</sup>, the second Saturday in December for the annual Christmas Parade and Tree lighting with the Christmas Supper for council and all committees to go ahead on December 15<sup>th</sup>.

**Maintenance Man Position** - The Maintenance man position was discussed and Clerk Randell discussed as to whether or not the council would be keeping this position running full time throughout the fall and into the winter. In previous years, it was mainly seasonal but with frequent run-ins with our chlorination system and water system it was agreed to keep our maintenance man on full time for this year with reassessment in the new year. With frequent trips to the pumphouse, it is imperative to keep our maintenance on full time – council noted.

**Snow clearing contract** – Snow clearing contract starts Dec 15, 2018. Council will review the contract to see if there are any additional work requirements needed.

## **VII. CORRESPONDENCE**

**Letter from Gerry Byrne** – An approval letter from Gerry Byrne was received into the Town Office regarding the transfer of our maps from the Crown Lands Head Office in St. John's to the Rooms. Clerk Randell and Mayor Genge will touch base with Manager Barry to discuss when this will be going ahead.

*Land matters were tabled on August 24, 2018 with two additions at Regular Meeting of Council on October 24, 2018 due to time restraints. A meeting will be held as soon as possible to discuss and address these matters.*

- **Land on Tickle Lane (Special Meeting)**
- **Land (D.O.T. Road/Garage) (Special Meeting)**
- **Land (D.O.T. Road) (Special Meeting)**
- **Land (111 Main Street) (Special Meeting)**

## **VIII. RECREATION COMMITTEE REPORT**

Clerk Randell requested for the Cultural Events Fund final report to be completed and also that the remainder of the financial statements be submitted to the Town Office. The last one received was April 2018.

## **IX. PUBLIC WORKS COMMITTEE/FIRE DEPT REPORT**

**Fire Department Request/Fire in Croque** – The Fire Department recently responded to a fire in croque. The call came to our fire department as we are the closest municipality. Right now, as it stands, the Fire truck is technically not able to leave Main Brook and go to another jurisdiction to attend to another fire due to several reasons and one of them being liability and safety. If a fire were to break out within our municipality and the fire truck was in another location fighting a fire, this would leave the Town of Main Brook without a fire. Therefore, the Fire Dept is requesting that a motion be passed (officially) stating that the Fire Truck is to stay within the Town of Main Brook. Council agreed with this suggestion and clarified that there are no issues passing such motions. However, before doing so, council requested to talk with the Fire Chief and Deputy Fire Chief to ensure they have a second reliable vehicle to use that will be stocked with the correct portable equipment in order to be able to respond to a fire outside our municipality.

Council also made recommendations to Clerk Randell to do some research on available funding for Fire Departments to acquire some new equipment including pumps and hoses.

In addition to this, discussions took place regarding the excess of water located near a household on Water Street. Council agreed to assess this situation and possibly request for an excavator to dig up the area in order to locate a potential leak.

## **X. FINANCE REPORT**

Clerk Randell, reviewed with council, the 2018 October Financial Statement as presented.

Clerk Randell, reviewed the council, the 2018 October Invoice Report as presented.

### **Motion 2018-211**

*Councillor Ben Wiper/Councillor Randy Strangemore*

Move to pay bills as presented

All in favor

Motion Carried

### **Motion 2018-212**

Deputy Mayor Joe Brown/Councillor Randy Strangemore

No further business call to close regular meeting of October 24<sup>th</sup>, 2018

All in favor

Motion Carried

***Meeting adjourned: 9:16pm***