

**Town of Irishtown-Summerside  
Minutes of Meeting  
Wednesday, January 12, 2022**

**In Attendance:**

Mayor Wheeler, DM Parsons, Councilors Hackett, McAuley, Morgan and Taylor, Remote - Councillor Penney. Minutes recorded by clerk - A. Bennett. Meeting called to order at 7:06 p.m. by Mayor Wheeler.

**Motion 2022 – 001 McAuley / Penney**

Moved to adopt the agenda as circulated with addition of late items. All in favor. Carried.

**Motion 2022 – 002 Taylor / Morgan**

Errors/Omissions – no

Moved to adopt the Minutes of December 15, 2021. All in favor, carried.

**Motion 2022 – 003 McAuley / Penney**

Errors/Omissions – no

Moved to adopt the Minutes of Special Meeting December 22, 2021. All in favor, carried.

**Delegate:**

arrived at 7:14 pm

13 Shamrock Crescent

- Welcome & introductions
- Resident meet with Mayor Wheeler last week regarding expired permit
- Construction is now on hold due to the weather and other circumstances, building himself, no mortgage
- Property listed for sale, will sell if opportunity arises
- Changed structure from original plan, with rising prices on materials, was more economic
- Renting apartment 2 houses down the road
- Shed / garage will require a separate permit
- Has Town water & sewer
- Council will discuss and advise of decision tomorrow

Resident left at 7:21 pm

- Council continued discussion
- General consensus of the neighborhood = residents do not like structure
- Footprint of the residence did not change
- No height regulations in Town Plan

Councillor Hackett joined the meeting (work commitments)

- Nothing can be done at this point, not against any regulations
- Town regulations are deficient, no height limits
- Town Plan to be amended
- Put disclosure on Permit – Renewal valid 1 year, submitted plan must not be altered
- no regulations for abandoned properties
- Regulations now state where property can be placed
- According to conversations with Municipal Affairs, no grounds to deny
- Grant extension, resident is an engineer
- State on permit that house cannot be altered

#### **Business Arising from the Minutes**

- Banking offers from other intuitions not even close to current CIBC offer
- Locks have been changed a Town Hall (main entrance, office & chambers). Other buildings to be done
- Phone Tech bill for 3 systems. System at Hall was never complete, it was supposed to be completed by contractor, was never put in place. 3 systems being looked into, maybe look for reimbursement for past 6 years. Councillor Morgan been looking into security system for the past month, working with Phone Tech. Only ever 2 motion detectors, 1 contact, 1 siren, 1 panel, 1 key pad and 1 power supply. Job was signed of by previous clerk.

#### **Committees:**

##### **Public Works**

- Roads = Park Lane & Brake Heights needed repair, road starting washing out due to heavy rain.
- Clerk received call yesterday, Tuesday, January 11, 2022, from at the Wild Cove Depot. Previous clerk did not order snow & ice material for Irishtown-Summerside for 2021 – 2022, deadline date was May 2021. Mayor & Clerk spent hours on the phone & emails trying to find a solution. Snow Clearing Contractor has offered to cover the Town until the matter could be rectified, will bill the Town if necessary to use own materials for roads. Bad weather for the next few days, excessive rain & snow. Receiving snow clearing complaints from the same residents on a regular basis. Discussed complaint from resident in sub-division who stated car was damaged due to slippery road. Contractor contacted Clerk last night and this morning regarding same resident. Video was sent of resident attempting to go up Highland Drive just after contractor cleared and sand/salted the road, still could not get up, road was completely

covered in sand/salt. Resident also sent pictures to Mayor. Appears tires are not in good condition. Contractor advised Mayor that they can not have workers out past 10:00 pm if possible, they start at 5:00 am on a regular day. Department of Highways does last run through community between 5:00 – 6:00 pm. Contractor has been doing best efforts considering the weather conditions. Legal precedent states that once Town is notified, Council has 14 days to deal with road conditions, for slippery roads we have 24 hours to address. Due to climate change we have to keep access roads to infrastructure open in case of emergency. There has been extreme flooding in several areas. Culvert regulations in Town Plan could be amended for driveways to have bigger culverts, climate change is causing more flooding and more water runoff, current culverts are too narrow. Summerside sewer outfall has easy access, Christophers Cove infrastructure needs to be open which requires an additional road to be cleared.

- 3 fire hydrants currently out of commission, 1 leaking
- Office has been keeping list of road repairs to be completed in spring
- Need diffuser for fire hydrants to be properly maintained. Gate valves have been ordered by Fire Chief, Town will take used ones and Fire Department will have new ones.
- Water leak across from Pynn's Pond Road – water was tested several times by maintenance, Dept. of Highways and Western Regional Service Board for chlorine, no chlorine detected. Clerk reached out to Western Regional Service Board for assistance on locating leak, they have ordered dye so a dye test could be completed in the area, will be in contact once the dye arrives. Appears it may not be a Town liability, Town contractor was asked to complete a temporary fix in the area to divert the water from residents' homes, homes in danger of damage. Mayor spoke with Dept. of Highways and they have agreed to fix the issue if it is determined to be there issue once dye test has been completed.
- Had a call from resident near 274 Main Street on Saturday, January 8, 2022, appears there is a leak at 274 Main Street. Clerk, Mayor, Maintenance and a resident met at Town Hall to attempt to get in contact with home owner, home owner resides in Ontario. Resident was eventually contacted by telephone and asked Mayor to attend the property and do whatever was required in an attempt to save the home. House has no basement, it was determined that leak was possible for the past 2 weeks in residence, water was shut off to the home and home owner to contact restoration.
- Due to the extreme weather changes, the Town Hall basement and Fire Hall basement were flooded. Weeping tile needs to be replaced, Maintenance has water removed and dehumidifier has been rented from

Untied Rentals & is in Fire Hall basement right now, they have bigger risk then Town Hall.

- Town has funds in savings but Town has not moved forward and things were neglected, now have to catch up and do repairs/replace infrastructure damages. Goal was for funds to be used towards paving roads with % of funding but the current financial standing puts Town at lower priority for funding. Been advised by Municipal Affairs to spend down funds and complete some repairs. A digital sign would be the best informational piece for the Town. Check out pricing at EC Boone in St. John's, Councillor Penney will check into this and advise.

#### **H.I.S.**

- Meeting with liaisons had to be delayed due to Covid regulations
- Meeting with Chief, Assistant Chief, Hughes Brook Council and Irishtown-Summerside Council would be a good idea once Covid restrictions relax
- \$10,000 that was given to Fire Department needs to be added to Budget
- Been a disconnect between Council and the Fire Department for some time
- Department will now go through liaisons; regular meetings will commence in the near future.
- Department has good relationship with new Council
- Schedule meeting to meet with Chief and Assistant Chief when Covid restrictions relax
- \$10,000 cheque to be issued to Fire Dept.
- Previous Council did not let H.I.S. handle their own budget
- All operating expenses will now be covered by Council as per recommendations from Municipal Affairs
- Hughes Brook pays 15% of Budget for H.I.S.
- Cut cheques & have liaison present to H.I.S
- Never went over \$19,000 in past
- We cap expenses at \$20,000, anything over & above has to go to Council for approval
- All other communities give there fire departments the Budget to control

#### **Motion 2022 – 004 McAuley / Hackett**

Motion for the clerk to issue 2 cheques to the Fire Department. One for the Budget for 2022 in the amount of \$40,000.00 and a second one in the amount of \$10,000.00 for the amount passed by previous council for Covid Relief/Start up. All in favor, carried.

### **Recreation/Halls**

- No update from groups
- Schedule recreation to come in next meeting for discussions
- Security being put in place for Senior section of Town Hall, they will have access to back emergency exit, maintenance closet and washrooms.
- Have a Senior representative interested in holding non-voting seat on Recreation Committee, willing to work with both groups to amalgamate both groups, equal members from each group
- Council can not give funds to groups as set up but can give funds to commission to disburse, commission to handle Budget
- Office purchased new phone, phone that was in office is now set up for Seniors to use, they had no phone

Clerk reminded Council that office will be closed on Monday, January 31, 2022, for root canal final stage.

### **Building Inspections**

- 13 Shamrock Crescent contacted office for Permit renewal, as per meeting with resident earlier, Permit will be renewed as per stipulations

### **Beautification**

#### **GHJC**

- No meeting,

#### **H/R**

- Student applications due January 25, 2022, Mayor will submit application
- Working on holidays schedule and benefit package for employees

### **Public Relations**

- Website almost ready, waiting on payment information, banking still in progress
- Will post Committees and list responsibilities and members so residents know who to contact

### **Correspondence:**

- **December 22, 2021 – Community Better Challenge 2022 Grant**

Resident \_\_\_\_\_ has stepped up and asked to be involved in fitness / healthy community, forward emails to her for her reference &

ask if she is interested in taking in on, advise Webinar schedule January 13, 2022.

- **January 12, 2022 – Wester Regional Wellness Grant**  
Same as previously discussed, forward to resident

**Financials:**

Council reviewed Financial Update as provided with Agenda. Mayor Wheeler read aloud.

Mayor & Clerk meet with Don & Dan from DMG, Town signed Agreement in the past, we are bound by the Agreement until it expires, need to obtain copy of Agreement.

Was advised that Town was advised of Class Action Suit regarding KyTech, Town did not get on board, could have applied for reimbursement of all material in Town Infrastructure, could have been replaced, too late now suit has been settled. Every breakdown repair will cost approximately \$1,200.00, residents can not sell house with this material, company was aware and advised the Town did not apply

**Motion 2022 – 005 Morgan / Penney**

Motion to accept financials as presented and to pay outstanding bills. All in favor, carried.

**Unfinished Business:**

- Hoist System Water Supply Pump House
  - Mayor checked around for prices, lowest received proposal was from West Coast Engineering Limited, includes all Engineering, design, fabrication and installation. If this was included in initial project would not have cost so much, cannot get funding now as it was not included

**Motion 2022 – 006 Taylor / Hackett**

Motion to accept quote from West Coast Engineering Limited as reviewed. All in favor, carried.

Project will take approximately 6-8 weeks to complete, will advise what is required from us, quote is for worst case scenario, may come in lower but no higher

- **Emergency Plan / Safety Procedures**  
Correspondence received from Government of NL Department of Justice and Public Safety Emergency Services Division stating plan was approved in 2001, needs to be revisited & updated, supposed to be reviewed every 3 years. As this was already on our radar & previous discussions had taken place to re-visit in new year, quote is now in from Life Line Safety, estimate was \$3,600 - \$4,200 quote received for \$2,349.99 + hst, as Life Line Safety is working on Safety Procedures they can complete Emergency Plan at same time and charge less, quote from another company was \$15,000.

**Motion 2022 – 007 Hackett / Taylor**

Motion to accept quote from Life Line Safety in the amount of \$2,349.99 + hst as reviewed. All in favor, carried.

- **Maintenance – Cell Phone**  
Would be a great asset if Maintenance Cell was upgraded to Smart Phone so text and emails could be sent/received from office & council.

**Motion 2022 – 008 Morgan / DM Parsons**

Motion to purchase Smart Phone for Maintenance and upgrade current cell package to include data for text and email. All in favor, carried.

**New Business:**

- **Christopher’s Cove Snow Clearing**  
Previously discussed, need to keep infrastructure open
- **2022 Tax Structure**

**Motion 2022 - 009 Hackett / Penney**

Moved that there will not be any increase in taxes for the 2022 tax year.

Amounts as follows:

Property Tax .....	5 Mills
Minimum Property Tax .....	350.00
Commercial/Non-Residential .....	5 Mills
Minimum Small Structures.....	350.00
Water Sewer Tax .....	325.00
Business Water Sewer Tax .....	325.00
Water Tax/Residential/Business .....	250.00
Poll Tax .....	200.00
Basement Apartment (1/2 service).....	162.50

Business Tax (Minimum).....	300.00
Business Tax Valued over 70,000.00.....	varied rates
Utility Tax .....	2.5%

- **Second Avenue**

Need signs for this area

**Councillor Morgan stepped out due to conflict 9:35 p.m.**

- Received complaints of skidoos speeding through the area, children in area
- Mayor parked in area for 2 hours to monitor, slowest was a teenage approximately 70 km/hr, need slow down signs and children at play signs, 1 each at top of McAuley's Road, 1 each at beginning of Second Avenue
- DM Parsons will bring this issue forward to Western Snow Riders for advice

**Motion 2022 - 010 Penney / Taylor**

Motion to order 4 signs in total from Shannon's Signs, 2 slow signs and 2 children at play signs to be placed in areas discussed at McAuley's Road and Second Avenue. All in favor, carried.

**Councillor Morgan returned 9:41 p.m.**

- Firework Regulations required

Several complaints received around New Years Eve, fireworks going for 5 days straight at all hours. Look into St. John's and Grand Falls regulations recently put in place

**Motion 2022 – 011 Penney / Morgan**

Motion to put Fireworks Regulations in place, Permit will be required for use of fireworks in the Town on any occasion other than the specific holiday dates and times below:

New Years Day	6:00 p.m. – 1:00 a.m.
Canada Day	6:00 p.m. – 1:00 a.m.
May 24 / Victoria Day	6:00 p.m. – 1:00 a.m.
Labour Day	6:00 p.m. – 1:00 a.m.



Any other use will require an approved Permit from the Town Office. Anything outside our listed regulation dates and times will be considered a noise compliant and will be reported to the RCMP.

All in favor, carried.

- **Crown Lands Application – Jarvis Road**

Review of application, respond with denial, Town does not own the extension to the road

- **Cleaning of Halls**

**Mayor Wheeler stepped out due to conflict 10:00 p.m.**

Meeting was passed over to DM Parsons to chair

- Have deep clean on a monthly basis as required, increase regular cleaning fees and deep cleaning fees, cleaners doing fantastic job, takes hours to clean

**Motion 2022 - 012 Hackett / Morgan**

Motion to increase regular clean to \$100.00 and deep clean to \$300.00, All in favor, carried.

**Mayor Wheeler returned 10:02 p.m.**

**Late Items:**

**Deferred Items:**

**Safety Procedures** – proceed with First Line Safety include Emergency Plan

**Change in Town Name**

**17 Colson's Road** – no response received from resident

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**177A Main Street** – Clerk contacted West Coast, advised resident that West Coast looking for clarification – waiting on response from resident.

**Taylor’s Road/Christopher’s Road** – needs repair – work order was given to Maintenance. Motion in the past to purchase culverts. Get contractor to pick up and repair. **Defer to Spring**

**Max Simms meeting** – cultural entertainment grants to enhance facilities.

**Orientation of Town Systems** / inventory on hand / curb stops

No further business

**Date and time of next meeting:** 7:00 pm, Wednesday, January 26, 2022

**Meeting Adjourned**

**Motion 2022 – 013 McAuley / Hackett**

Moved to adjourn meeting at 10:11 p.m. All in favor. Carried.

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**Barry Wheeler - Mayor**

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**Amanda Bennett - Clerk**

**Date Adopted: January 26, 2022**