

TOWN OF PETERVIEW MINUTES

August 11, 2026

Page 1

PAGE

Minutes of a Regular Meeting of the Council of the Town of Peterview, held in Council Chambers on Tuesday August 11, 2026 at 7:30 p.m.

Council Members:

Deputy Mayor K. Humber
Councillor L. Elliott
F. Whitt

Councillor A. Sheppard
G. Sheppard
R. Williams

Also Present:

Town Clerk/Manager, C. Torrville

Adoption of Agenda:

Resolution – R. Williams/G. Sheppard

#067-26 Be it resolved the agenda be adopted as presented.

Resolution carried unanimously.

Delegations: NIL

Adoption of Minutes:

Resolution – R. Williams/F. Whitt

#068-26 Be it resolved that the minutes of the regular council meeting of July 14, 2026 be adopted as presented.

Resolution carried unanimously.

Business Arising from Minutes: NIL

Committee Reports:

1. The Town Clerk/Manager gave Council an update on the Public Protection Committee meeting held on August 5, 2026. The Committee discussed the problem of roaming dogs in town and dogs that are not leashed on their properties. The Committee stated that without a by-law enforcement officer or an animal control person, there was not much that the town can do. The Committee instructed the Town Clerk/Manager to contact the RCMP and see what they can do about multiple complaints about the same roaming animal. The Committee also discussed people having their dogs at the park. Being a public space, the Committee felt that Council can't ban people from having their dogs there, but felt that the dogs should be on a leash at all times while in the park and walking trail. The Committee instructed the Town Clerk/Manager to get a quote on signage for the green space at the park and the walking trail. The next Public Protection Committee meeting is scheduled for August 18, 2026 at 7:00 p.m.

Accounts Payable:

TOWN OF PETERVIEW MINUTES

August 11, 2026

Page 2

PAGE

Resolution – R. Williams/A. Sheppard

#069-26 Resolved the following accounts, totaling \$ 38,808.48 be approved for payment:

1.	Bell Aliant	\$	192.30	
2.	Botwood Home Hardware		269.98	
3.	CIBC Mellon		135.73	
4.	CIBC Visa		855.08	
5.	CRA		4,467.92	
6.	CNWM (June)		4,357.25	
7.	C & R Distributors		768.76	
8.	Chandler		225.29	
9.	Chris Torrville		109.23	
10.	Corey Samson		116.96	
11.	Desjardins		575.98	
12.	Dean's Greenhouse		462.25	
13.	Emco Waterworks		9,528.88	
14.	Municipal Assessment Agency		2,177.50	
15.	NL. Power		2,105.34	
16.	North Atlantic		1,256.05	
17.	Spectrum Security		1,725.00	
18.	Stewart McKelvey		127.65	
19.	Town of Grand Falls-Windsor		6,548.92	
20.	Paymentech		110.29	
21.	Safety Source		1,363.37	
22.	Trio		798.98	
23.	Ultramar		<u>529.77</u>	\$ 38,808.48

Resolution carried unanimously.

Unfinished Business:

1. Deputy Mayor Humber suspended the regular meeting at 7:35 p.m. to move into a closed meeting. At 7:45 p.m. Deputy Mayor Humber resumed the regular meeting.

New Business:

1. Permits issued since the last meeting:
 - i) 3 Oxford Ave. – New deck.
 - ii) 182 Main St. – Repairs to basement wall and deck.
 - iii) 250 Main St. – New shed.
 - iv) 245 Main St. – Move shed, replace floor, shingles & siding.
 - v) 452-460 Main St. – New home.

TOWN OF PETERVIEW MINUTES

August 11, 2026

Page 3

PAGE

- vi) 312 Main St. – Replace siding on house.
- vii) 326D Main St. – Replace shingles on house.
- viii) 1 Abbott St. – Place a pre-built shed on property.
- ix) 6 Oxford Ave. – New decks, new door in garage, new garage.
- x) 238 Main St. – New steps on deck, new eavestrough.
- xi) 327 Main St. – New windows and siding.

Councillor G. Sheppard questioned permit # 035-25 for 86A Main Street. He asked why he did not run a new water line direct to the main as out by-law states. He also questioned why someone else did the repairs instead of our own equipment and people. The Town Clerk/Manager asked office backup Venus Samson what happened in this situation. She stated that the cut off for 86A needed to be repaired to shut off the water and due to ditches in the area our equipment could not get in there to properly do the work. So the contractor who was doing the work for 86A Main Street offered to dig it up and let our Public Works do the necessary repairs. Councillor Whitt stated that repairing the cut off was not an emergency and shutting off the water at 4 in the afternoon caused all residents to be without water during supper hour without notice. Council directed the Town Clerk/Manager to contact the resident of 86A Main Street to see what the intentions are for the new structure he has built.

2. Councillor G. Sheppard addressed Council concerning road safety while work is being done around any road. He stated that we had our students at Blake's Lane cleaning up gravel in and around a manhole at the intersection with Main Street with no road signs out for safety. We have road signs to use for this and they need to be used for the safety of all workers. Any work that is being done around any road the signs need to be out for the safety of all workers. The signs will let drivers know that work is being done in the area.

3. The Town Clerk/Manager informed Council that he had a conversation with Rick Ash who is the Emergency Disaster Services Specialist with the Salvation Army based in Corner Brook. The conversation was about the use of the Salvation Army Church and hall for a warming centre during emergencies. Mr. Ash stated that first, the Salvation Army would want an MOU signed by both parties stating that the Salvation Army will permit use of facilities at the church and that the town be responsible for the cost of installing the generator panel. Mr. Ash then went on to recommend that we install a 100 AMP generator panel instead of the 40 AMP we intended to install. By using a bigger panel, we can use all the kitchen equipment for preparing meals for long durations. He stated that if we decided to go with the 10 AMP panel, we would need a bigger generator. The Town Clerk/Manager stated that he was in contact with Marcus Chayter about getting a quote for the 100 AMP generator panel and the labour. The Town Clerk/Manager will also contact dealers in the area to quote a 12,000 watt generator. Once he receives all information back, he will schedule a Public Protection Committee meeting to discuss.

TOWN OF PETERVIEW MINUTES

August 11, 2026

Page 4

PAGE

4. The Town Clerk/Manager informed Council that since April of 2025, his portion of the pension payment has not been deducted from his pay. It was discovered that while backup Town Clerk/Manager was filling in, she mistakenly entered the pension amount into a target box meaning that no more deductions for pension will come out. The Town Clerk/Manager stated that he will be paying an extra \$25 every pay until the amount owing is fully paid back.

Correspondence:

1. Letter from the Department of Government Modernization & Service Delivery:
 - i) Bacterial Water Analysis Report – Satisfactory
2. Email from the Department of Municipal & Community Affairs:
 - i) Invitation for written submissions – ATIPPA statutory review.
3. Emails from the Department of Transportation & Infrastructure:
 - i) Building Canada Strong fund intake extended.
 - ii) Removal of project signs after completion.
4. Emails from the Department of Forestry, Agriculture & Lands:
 - i) Reminder of Emergency Management plan requirement.
 - ii) Discontinuation of residential deep fryers in commercial use.
5. Email from Newfoundland & Labrador Tourism:
 - i) Add Trip Advisor widget to your tourism ad.
6. Emails from Municipalities Newfoundland & Labrador:
 - i) Infonotes (4).
 - ii) Alan Doyle to be Conference keynote speaker.
 - iii) Summer sessions encourages regional collaboration.
 - iv) Regional meeting agenda is now available.
7. Emails from Professional Municipal Administrators:
 - i) Member bulletins (3).
8. Emails from the Municipal Assessment Agency:
 - i) Reminder of the Clar Simmons scholarship deadline.
 - ii) Update on the agency.
9. Email from Central Newfoundland Waste Management:
 - i) Battery recycling program.
10. Emails from Townsuite:

TOWN OF PETERVIEW MINUTES

August 11, 2026

Page 5

PAGE

- i) July 2026 News.
 - ii) Revamped Townsuite knowledge base.
11. Seminars:
- i) Alzheimer Society – Dementia Awareness.

Councillor G. Sheppard asked if we could have an open discussion session at the end of each Council meeting. He stated that over the weekend he had a complaint from a resident that he couldn't bring up at tonight's meeting because it was not on the agenda. Deputy Mayor Humber stated that if there's something in nature of an emergency or time sensitive, then any Councillor can ask to have it added to the agenda before the agenda is adopted at the beginning of every meeting. Other than that, it has to wait until the next meeting. Councillor G. Sheppard stated that we get our meeting packages on Friday afternoons, but he thinks that Monday afternoons would be plenty of time. The Town Clerk/Manager stated that our Rules of Procedure states that the cut off for adding items to the agenda is Friday at noon. If Council wishes to change anything with the Rules of Procedure, it has to go to committee first for recommended changes, then the changes come back to Council for approval. Council instructed the Town Clerk/Manager to contact the Department of Municipal & Community Affairs to see if we can add an "open session" to meetings and to add this topic for the next Council meeting.

Next Regular Meeting:

The next regular meeting will be held on Tuesday September 8, 2026.

Adjournment:

Resolution – A. Sheppard/R. Williams

#070-26 Be it resolved the meeting do now adjourn.

Time: 8:35 p.m.

Resolution carried unanimously.

Mayor

Town Clerk/Manager