

TOWN OF PETERVIEW MINUTES

May 12, 2026

Page 1

PAGE

Minutes of a Regular Meeting of the Council of the Town of Peterview, held in Council Chambers on Tuesday May 12, 2026 at 7:30 p.m.

Council Members:

Mayor C. Samson	Councilor A. Sheppard
Deputy Mayor K. Humber	G. Sheppard
Councilor F. Whitt	R. Williams
L. Elliott	

Also Present:

Town Clerk/Manager, C. Torrville

Adoption of Agenda:

Resolution – G. Sheppard/F. Whitt

#047-26 Be it resolved the agenda be adopted as presented.

Resolution carried unanimously.

Delegations: NIL

Adoption of Minutes:

Mayor Samson addressed Council on the wording of the minutes of April 14 under Accounts Payable. Mayor Samson expressed concern that if names were added to the comments, then the Town could be in a privacy breach. Council discussed this and decided to omit any names in the comments. The Town Clerk/Manager will make the appropriate changes and the revised minutes will be presented for adoption at the next Council meeting on June 9, 2026.

Business Arising from Minutes: NIL

Committee Reports:

1. Mayor Samson gave an update on plans for Peterview Day. There are no real further updates to give at this point. Everything is booked, posters and tickets are printed and the application for the Special Events licence is filled out awaiting a signature from the RCMP.
2. The Town Clerk/Manager gave an update to Council from the Public Works & Projects Committee meeting. The Committee met at the park to discuss placement of the new fire hydrant. After looking at the overall area, it was decided to place the new fire hydrant to the left of the gate of the new cemetery. This placement allows easy, direct access to the parking lot of the park and it will allow us to order the hydrant with a shorter stub, saving just over \$2,000 on the cost of the hydrant. The Town Clerk/Manager has discussed this placement with Major Dominaux of the Salvation Army and she does not see any issues with this, but still has to take it before the church board.

**TOWN OF PETERVIEW
MINUTES
May 12, 2026**

PAGE

Accounts Payable:

Resolution – K. Humber/R. Williams

#048-26 Resolved the following accounts, totaling \$ 52,681.48 be approved for payment:

1.	Bell Aliant	\$	192.30	
2.	Botwood Home Hardware		548.99	
3.	Canadian Medical Products		329.59	
4.	Central Overhead Doors		420.00	
5.	CIBC Mellon		135.73	
6.	CIBC Visa		951.24	
7.	CRA		3,212.71	
8.	CNWM		4,833.10	
9.	Dicks & Company		32.19	
10.	Desjardins		575.98	
11.	Emco Pump & Water Systems		1,981.74	
12.	M & G Automotive		4,494.59	
13.	NL. Power		3,272.43	
14.	OMB Parts		186.30	
15.	Salvation Army		1,350.00	
16.	Town of Grand Falls-Windsor		26,195.68	
17.	Paymentech		89.53	
18.	Trio		798.98	
19.	Ultramar		774.73	
20.	Wolseley Waterworks		<u>2,395.20</u>	\$ 52,681.48

Resolution carried unanimously

Unfinished Business:

1. The Town Clerk/Manager informed Council that a joint letter between the Towns of Peterview and Northern Arm was sent to the Exploits Valley Port Corporation requesting a meeting with the board to further discuss their decision not to allow a board seat for either municipality. In anticipation of this meeting and to be prepared for it, the Town Clerk/Manager has requested the following documents from the Exploits Valley Port Corporation: Article of Incorporation, Terms of Reference for the board, all by-laws, governance framework, governance structure & organization roles and responsibilities, and the board member appointment process.

2. At 8:06 p.m., Mayor Samson declared a Conflict of Interest, turned over the Chair to Deputy Mayor Humber and stepped out of the meeting.

TOWN OF PETERVIEW MINUTES

May 12, 2026

Page 3

PAGE

The Town Clerk/Manager advised Council that the Towns lawyer contacted him concerning the Abbott Street remediation cost. He stated that if the Town wanted to sue the “third party polluter” for the cost of the remediation, the claim would have to commence in court before September 4, 2026, the two year anniversary of discovering the contamination. He also stated that we would not have to serve the claim right away, but filing with the court would preserve the Towns ability to claim against them. He figured this process would be less than \$1000 to do this work. Council discussed this matter and directed the Town Clerk/Manager to contact our lawyer to see how long we have to serve the claim if the Town proceeded. Council needs to protect its right to sue to recover its loss and would be worth the \$1000 expenditure.

Mayor Samson returned to the meeting at 8:16 p.m. and resumed as meeting Chair.

New Business:

1. Permits issued since the last meeting:
 - i) 271 Main St. – Deck extension
 - ii) 204 Main St. – 8’x12’ sun porch
 - iii) 68 Main St. – New siding & windows

2. The Town Clerk/Manager informed Council that there are six high school graduates from Peterview this year and asked if Council is going to donate to each grad as we usually do.

Resolution – K. Humber/G. Sheppard

#049-26 Be it resolved that the Town of Peterview donate \$25 to each graduate from Peterview this year.

Resolution carried unanimously.

3. Mayor Samson addressed Council about the departure of Major Tina Dominaux in June. He stated that her work and involvement in the community since she has been here has impacted many people and that she will be missed by all. Mayor Samson said that the corps will be having a farewell service/social before she leaves and he is suggesting that the Town present her with a thank you gift of some kind. Council discussed this and will decide on an appropriate gift at the next Council meeting.

4. Mayor Samson addressed Council about the official grand opening of the new mountain bike trail at the park. He stated that he thinks a good time to do this would be mid June over a weekend so that kids will not be in school and that there may be members from other bike clubs across the Province in attendance to show support. The trail is in good shape and only needs minor cleanup and maintenance from this past winter. He also suggested that maybe the Recreation Board and Fire Department could get together and have a BBQ. Mayor Samson will connect with those groups and will have more information for the next meeting.

TOWN OF PETERVIEW MINUTES

May 12, 2026

Page 4

PAGE

5. Councillor G. Sheppard addressed Council about Volunteer Week. He stated that he had several residents ask him why our town did not recognize this week as we have many volunteers in the community and other towns had it posted to their social media pages. He stated that this is something we should be doing to show our appreciation to the many volunteers in our community and to maybe attract new volunteers. Council discussed and agreed that this was overlooked and going forward we will recognize the importance of this week.

6. The Town Clerk/Manager informed Council of the following donation requests:
- i) Make A Wish Foundation – Run the Rock.
 - ii) Ronald McDonald House NL.
 - iii) Salvation Army Peterview Corps – Anniversary weekend celebrations.
 - iv) Botwood Collegiate – Badminton Provincials

Resolution – G. Sheppard/R. Williams

#051-26 Be it resolved that the Town of Peterview donate \$25 to the Make A Wish Foundation and to the Ronald McDonald House NL.
Resolution carried unanimously.

Resolution – F. Whitt/R. Williams

#051-26 Be it resolved that the Town of Peterview donate \$100 to the Salvation Army Peterview Corps.
Resolution carried unanimously.

Correspondence:

1. Letter from the Department of Government Modernization & Service Delivery:
 - i) Bacterial Water Analysis Report – Satisfactory
2. Emails from the Department of Municipal & Community Affairs:
 - i) Canada Community Building Fund name change.
 - ii) Mandatory Orientation training.
 - iii) Mandatory Orientation training – extensions.
3. Email from the Department of Forestry, Agriculture & Lands:
 - i) Emergency Management plans.
4. Emails from the Exploits Regional Service Board:
 - i) Orthophosphate system now operational.
5. Emails from the Municipal Assessment Agency:
 - i) Municipal Client Portal cheat sheet.

TOWN OF PETERVIEW MINUTES

May 12, 2026

Page 5

PAGE

- ii) Agency update.
 - iii) Collaborative Initiative Fund.
 - iv) Clar Simmons Scholarship now open.
6. Emails from Municipalities Newfoundland & Labrador:
- i) Infonotes (2).
 - ii) Municipal sector raises serious concerns with changes to multi-year capital works program.
 - iii) Municipal members gather in Gander for Symposium.
7. Emails from Professional Municipal Administrators:
- i) Member bulletins (3).
8. Email from Newfoundland & Labrador Tourism:
- i) Are hiking trails in your area listed.
9. Email from Townsuite:
- i) April 2026 News.
10. Seminars:
- i) Townsuite AR transaction processing – June 4, 2026 online.
 - ii) Water & Wastewater operator training schedule.
 - iii) Office of the Information & Privacy Commissioner workshop – June 10, 2026 online.

Next Regular Meeting:

The next regular meeting will be held on Tuesday June 9, 2026.

Adjournment:

Resolution – R. Williams/A. Sheppard

#052-26 Be it resolved the meeting do now adjourn.

Time: 8:50 p.m.

Resolution carried unanimously.

Mayor

**TOWN OF PETERVIEW
MINUTES**

May 12, 2026

Page 6

PAGE

Town Clerk/Manager