Minutes

A public council meeting held at the Massey Drive Town Hall on Tuesday November 12th, 2025 with the following in attendance:

Mayor:

Deputy Mayor: Rodger Targett

Councilors: Pennie Piercey
Gary Warren
Dianne Wiseman
Tom Howe

Clerk/Manager: Elizabeth Chaulk
Assistant Town Clerk: Pennie Oke
Residents: the meeting was available on zoom

Deputy Mayor Targett called the meeting to order at 6:30PM.

Howe/Piercey

114-25 Be it resolved that council will accept the agenda as presented

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Council reviewed the minutes of the October 14, 2025 meeting

Piercey/Wiseman

115-25 Be it resolved that council will accept the minutes of the October 14, 2025 public council meeting as presented.

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Deputy Mayor Targett presented the labor and safety reports

Piercey/Warren

116-25 Be it resolved that council will accept the labor and safety reports, with the date on the safety report changed to 2025, with 2135 days without a loss time accident.

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Deputy Mayor Targett left council chambers due to a possible conflict of interest due to the fact he coaches at CBRH.
Councilor Piercey took over as chair of the meeting.

Council discussed the request from the CBRH 4A girls volleyball team for a donation.

Wiseman/Howe

117-25 Be it resolved that council will donate $100.00 to the CBRH girls 4A Volleyball team.

Motion Carried 4-0(Piercey, Warren, Howe, Wiseman) Deputy Mayor Targett left chambers and did not take part in the discussion or voting of this motion.

Deputy Mayor Targett returned to council chambers and resumed as chair of the meeting.
Council discussed the request from the RNCA and decided it did not meet the donation policy criteria.

Councilor Piercey left council chambers due to a possible conflict of interest as he grandson plays on the U13AAA Western Kings.

Council discussed the request for a donation for the U13AAA Western Kings

Howe/Warren

118-25 Be it resolved that council will donate $100.00 to the U13AAA Western Kings

Motion Carried 4-0 (Targett, Warren, Howe, Wiseman)Councilor Piercey left council chambers and did not participate in the discussion or voting of this motion.

Councilor Piercey returned to chambers.

Council reviewed the accounts payables.

Piercey/Warren

119-25 Be it resolved that the clerk will pay the bills in the amount of $ 176,968.86 as presented and that council will ratify the bills paid since the last meeting in the amount of $13,849.42 as identified.

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Deputy Mayor Targett presented the payroll and financial reports to council. Councilor Warren told council that they need to consider that the town is getting bigger and may need a second piece of equipment for snow clearing.

Council said that they would like to have a flag for Remembrance Day.

Elizabeth gave council an update on the accident insurance the town currently holds for the fire department. Councilor Piercey suggested that her, Elizabeth and the fire chief should get together and come back to council with some suggestions. An update was given to council on the $11,500.00 that was received due to a fire fighter helping fight the Kingston fires earlier this year. The department was looking to buy equipment and coveralls. Council agreed and said that fire fighter Mike Fagan should receive the $500.00 that was designated for him.

Piercey/Warren

120-25 Be it resolved that Fire Fighter Mike Fagan will receive the $500.00 designated to him for helping fight the Kingston Fires.

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Councilor Wiseman informed council that she did not make the last recreation meeting but that the financial reports they submitted were really well done. Councilor Howe said he had attended and the dart seem to be currently put on hold but that the committee had 2 bingos planned as well as a small Christmas parade and children's Christmas party. Deputy Mayor Targett said he also thought a great job was done on the financial reports and was wondering if the committee had any plans for the large amount of money they currently have. Council discussed. Elizabeth said that she was planning on having a meeting with the Recreation executive soon.

Elizabeth informed council that she had done ATIPP training and that the town must appoint a head of public for ATIPP. She explained that she would do all the work but the head would have to review it after all information is collected. It is usually the Mayor so council asked that this item be deferred to the next meeting sic=nce the Mayor was not at the meeting.

Elizabeth told council that there were 3 tenders opened for the parking lot prject. Marine Contractors Inc. $542,218.10, West Coast Excavating & Equipment Co. Ltd. $479, 777.70 and JCL Investments Inc. $ 417,720.25 all with HST Included. The engineer recommended the lowest price one.

Piercey/Warren

121-25 Be it resolved that the Town of Massey Drive will award the tender for the town hall parking lot project to JCL Investments INC. for $417,720.25(HST Included).

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Elizabeth gave an update on her meeting with Rec NL. She said it was a very productive meeting and that if the town were a member of Rec NL then they could help with the incorporation of the recreation committee if council decides to go that way. The membership fees are $175.00 per year. The membership also gives the town a whole lot more access to grants and other features of Rec Nl. Councilor Wiseman said that Elizabeth should meet with the recreation executive and give them the information about the incorporation and tell them what it entails and let them have input.

Piercey/Howe

122-25 Be it resolve that the Town of Massey Drive will become a member of Recreation NL at a cost of $175.00.

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Elizabeth gave council an update on the PMA Fall Forum. She then gave council an update on the Building Accessibility Project and the MCW Application process. She explained that she had originally applied as one project for both the storm sewer and the water and sewer to the PW Building but was told that it had to be two separate projects so she changed the application so that it was separated into two project but was told that getting both project approved was not likely.

She then told council that she has met a couple of times with GO Western and that Massey Drive is now on their map and that more areas of the town will eventually be added. She informed council that she is registered to do her code of conduct training but that nothing for councilors has been announced yet. She then gave council an update on the skid steer and the Kubota tender that does not close until 4PM on November 21.

Elizabeth confirmed with council that the Christmas party would be December 6, 2025 at 8PM. Council agreed and that they will provide food and entertainment and it will be BYOB. She will get the invitation out to staff, fire department and the recreation committee.

Council was asked who would be attending the MNL Conference in Corner Brook November

20-22. Town manager Elizabeth Chaulk said she would like to attend and both Councilor Wiseman and Councilor Piercey both said they would also attend. The clerk will get them registered the next day.
Elizabeth gave council an update on Climate Ready NL and that they were only taking 100 Communities and asked council if they wanted to participate for $50.00.

Piercey/Warren

123-25 Be it resolved that council will participate in Climate Ready NL for $50.00

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Elizabeth informed council that she had met with a representative for the City of Corner Brook to discuss Transit on Demand. She explained what it was and that they would want the Town to subsidize the program. Council discussed and told Elizabeth to continue the talks but that council was not committing to anything at this time.

Deputy Mayor Targett told council that he had had discussions with both the former and current town managers and some councilors concerning having meeting norms to ensure that all meetings are a safe place. Some of the meeting Norms that he had come up with are as follows: 1. Limit electronic device usage- to promote full focus and presence during the discussion. Prevents distractions and ensures the meeting stays on track. In the event of an emergency, please excuse yourself before using your device. 2. No foul language- to maintain a professional and respectful atmosphere for all participants and the public. Ensures the seriousness and integrity of the proceedings are upheld and that discourse remains civil. 3. Presume positive intentions- assume the best in others. Ideas are subject to change as we learn and grow. 4. Hard on ideas, soft on people – critique the ideas based on organizational/town interests, not the individuals presenting them. 5. Demonstrate mutual respect – show respect for everyone's perspective, pace, and journey (respectful discourse). 6. Listen to understand – focus on truly grasping the speaker's message, not just formulating your own response. 7. Maintain a positive space & tone – ensure the overall environment remains constructive, encouraging, and safe. 8. Use "I" statements – speak for yourself and take ownership of your thoughts and feelings. 9. Respect time – we will start and end on time to respect everyone's schedule. 10. Stay focus – we will stick to the agenda and manage time efficiently to ensure progress. Deputy Mayor Targett told council that everyone will have to uphold these norms together and hold everyone accountable to ensure a positive working environment. He asked if anyone had any norms that they would like to add and there were none.

Council had asked about rental revenue and the clerk informed council that up to the end of October around $14,000.00 had been received. Council asked if the clerk could get the amount it had cost for cleanings during that time period.

Councilor Warren thanked the town manager for all the post on social media. He said she is doing an awesome job on keeping the residents up to date. Elizabeth thank Councilor warren and informed council that a resident had been in had praised the public works staff for their great response to the unexpected weather we had last week. Councilor Wiseman said that it was a really difficult night for the staff and that maybe more staff could have been called in to work .

The next meeting was set for November 25, 2025 at 6:30PM

Elizabeth informed council that she would soon be ready for a budget meeting. Councilor Piercey asked that the budget meeting be set for a separate night then the public council meeting so that council is not rushed discussing the budget.

Piercey/Wiseman

124-25 Be it resolved that the meeting adjourn at 8:08PM

Motion Carried UN(Targett, Piercey, Warren, Howe, Wiseman)

Deputy Mayor	**Assistant Town Clerk**