

**Town of Terra Nova
Regular Council Meeting
September 19, 2023**

Minutes of the council meeting of The Town of Terra Nova, held on Tuesday, September 19, 2023, at 6:00pm.

Members Present

Mayor	Andrea Granberg
Deputy Mayor	Julie Pike
Councillor	Roger Baird
Councillor	Linda Hillier-Smith
Councillor	Geoff Moore

Absent

Also, Present	Account Manager/Town Clerk	Angela Penney-Tucker
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Adoption of Agenda

No. 23-104

Moved by Councillor Baird, seconded by Deputy Mayor Pike to adopt the agenda as presented, with the following additions: under new business – Service of town quad and trailer, and thank you by Mayor Granberg.

In favour: All
Opposed: 0
Motion Carried

**Minutes:
Regular meeting on August 22, 2023**

Mayor Granberg asked if there were any errors or omissions in the minutes from the August 22, 2023, Council meeting.

No. 23-105

Motion made by Councillor Moore to adopt the August 22, 2023 minutes as tabled. Motion seconded by Councillor Baird.

In favour: All
Opposed: 0
Motion Carried

Special meeting on September 8, 2023

Mayor Granberg asked if there were any errors or omissions in the minutes from the Special meeting on September 8, 2023.

No. 23-106

**Motion made by Deputy Mayor Pike to adopt the September 8, 2023 minutes as tabled.
Motion seconded by Councillor Hillier-Smith.**

In favour: All

Opposed: 0

Motion Carried

Business Arising:

- Town Policies and regulations update – None at this time but the fire department policy is next to be reviewed.
- Request by property owner of 12 Loop Road update – A new quote was received as the prior one was expired, and the price was up by approximately \$350.00. Councillor Moore said this is due to the cost of everything going up.

No. 23-107

Motion made by Councillor Moore to proceed with the new quote at \$2,121.74 including HST from NL Power to move the pole at 12 Loop Road. Motion seconded by Councillor Baird.

In favour: All

Opposed: 0

Motion Carried

- Storage building on Loop Road update – An email was received on August 30th and they said they are working on getting everything together to start renovations but it is becoming a very slow process if this process doesn't work then they will be looking at a possible sale of the property. The property owner will keep the town updated. They said the first phase would be to work on the exterior of the building. If the town wants to get it inspected, it must be done by the Fire Emergency Services – Tony Rose under the fire safety code. Angela to reach out to Tony Rose to see about getting it inspected.
- Front office set up – The old schoolbooks and typewriter and cash register has been brought over to the office and now in the process of set up. The TNRC can use the shelves where the book were for storage. When all set up in the town office a picture will be placed on our website and Facebook page to let people know about these items available for viewing.

No. 23-108

Motion made by Councillor Hillier-Smith to purchase a plaque to be engraved and a thank you card for Bonnie Sparkes for the donation of these items to the town. Motion seconded by Deputy Mayor Pike.

In favour: All

Opposed: 0

Motion Carried

- Wind Break and wheelchair access update – The inspection was completed on Friday, September 8th. The ramp is built to code and is good, but the windbreak walls need to be bumped out to meet the requirements and we need to pave or put concrete blocks at base of ramp or crush stone on top of the sand there. Angela will contact Home Hardware and send a copy of the inspection report and due to the deficiencies on the work let us know when they will be here to correct these deficiencies. There should not be any charges as it was not completed to code as required.
- Bell Aliant letter on cell and internet service – letter sent to Bell Aliant and cc'ed to Lloyd Parrott's office on August 9, 2023. Haven't heard anything back yet. Will continue to look at other options.
- Insurance on Eddie Eastman Hall review – We spoke with Stewart McKelvey and was basically told that all users outside of council and the fire department require their own insurance. We will have a meeting on October 4, 2023 at 1:00PM with the TNRC and the TNWC to let them know of the new changes and what is required. As of now no more rentals of buildings unless two million coverage of own insurance for the function. We will need a copy of their certificate of insurance. A waiver will not work because everyone at the function will have to sign the waiver and it still will not stop someone if they want to sue. The two groups in town will be given a period until January 1, 2024 to get their insurance in place and the town will work with them to be able to continue having their functions up until that date.
- Volunteer appreciation update – November 18, 2023 we will have this function. It will be a potluck supper. Mayor Granberg will do up the invitations.

Correspondence: NONE

Committee Reports:

Finance, Heritage, Women's Committee Liaison, Recreation – Councillor Hillier-Smith

- Current Operating Balance September 19, 2023 – \$407,986.17
- Gas Tax Account Total September 19, 2023 - \$47,922.37
- Accounts receivable owed on September 19, 2023, is \$53,112.10. List included in minutes.
- The Vendors Summary list September 19, 2023, totals \$1,186.25 as included on the vendor age included with the minutes plus the deposit for Bursey Manufacturing Inc. to start the septic tank of \$4,675.00 for a total of \$5,861.25.

No. 23-109

Motion made by Councillor Hillier-Smith to pay these invoices as tabled. Motion seconded by Councillor Moore.

In favour: All

Opposed: 0

Motion Carried

- Terra Nova Day update – Just an update of the totals as at the last meeting there were still receipts to come in. Revenue was \$2,807.50 and expenses were \$1,529.21 and the profit was \$1,278.29 to be put towards the playground needs. This amount includes the budget amount of \$1,000.00.
- TNWC update – They will be having the annual fall sale on October 7, 2023 and their annual Halloween dance on October 28, 2023.
- TNRC update – We had two socials on August 30th and September 13th, and our second bingo on September 18th. We will also be receiving 100 LED light bulbs for a grant we applied for, and they will be given to the church, Eddie Eastman Hall, and residents of the town.

Public Works, Communication, Grants update – Deputy Mayor Pike

- Capital Works project – We received a quote from Feltham's, and we will work on the application tomorrow to have it in by the deadline of this Friday.
- Paving of sections in town when route 301 is being done – We have received one quote from Feltham's, and we reached out to J1 a few times, but they are real busy. We will get two more contractors to give quotes so we can get this done before the winter season.
- Tonnage signs update – a letter was sent to the minister of transportation, minister of Fisheries; Forest; and Agriculture, and the MHA on August 9, 2023, regarding this matter and to date we have not heard anything back. This limit is enforced by the department and there are no weight scales in the area.
- Shingles on the Eddie Eastman Hall update – new shingles not needed as per Castle contractors when looked at, but a few may need to be repaired and to install ventilation for the moisture problem in the attic. Four contractors were contacted to give us a price and only one has gotten back to us with a quote for the vents in the eaves, and repairs on the roof as needed. We did have a leak when we had the heavy rain, and the tile has been changed and it is now dry in the attic so it is good now but it did leak.

No. 23-110

Motion made by Deputy Mayor Pike to go ahead with this quote of \$3,449.79 including HST to get the project done. Motion seconded by Councillor Baird.

In favour: All

Opposed: 0

Motion Carried

- Snow clearing contract – There is an option to renew for the second and third year if agreed on by both parties. We have heard from the contractor that they are interested in a second year and has included one issue and council would like to address a couple items with the contract before it is renewed. Angela will send out the updated contract to the contractor to see if we can get the contract signed for another year.

Grants update: Community gardens grant is completed up to the \$750.00 for this grant. Planning on applying for more funding to continue with this project. The playground equipment is expected to be shipped by October 11th. A new application for funding for a new piece of playground equipment for the trailer park playground is in the process of being applied for through Active NL. Deputy Mayor Pike and Councillor Hillier-Smith have been working on a grant through New Horizons for Seniors to get starlink for the Eddie Eastman Hall, three laptops, printer, supplies, and tables for the hall. Plus, physical equipment such as cornhole, scoreboards, mats, and tabletop games. To use this equipment there will be a schedule set up by volunteer groups to show seniors how to do some basic things on computers and computer safety and to be able to avail of the new games and equipment. The swim pond grant inspection was completed by Service NL and included in these minutes. The back end of the privy is now filled in and corrected and the vent needed to go from the hole to the roof is installed and the window frosting will be completed in the spring. Overall, it was a great inspection with the work completed in this area.

Ralph Calloway Memorial Park, Park Liaison, Crown Lands – Mayor Granberg

- Sewer disposal tank update – The tank is being purchased from Burseys and the open tender will be going out on September 21st with a pre-bid meeting on October 2nd and a bid due date of October 5th and any question in the office by October 3rd at noon. The start date for this project will be October 23rd and completion date of November 23rd, 2023.

No. 23-111

Motion made by Councillor Baird to put out an open call for the install of the sewer holding tank at the Ralph Calloway Memorial Park. Motion seconded by Councillor Hillier-Smith.

In favour: All

Opposed: 0

Motion Carried

- Placement of ½ basketball court update – Still at a stand still. WIP.
- Update on posts– The town worker has all the post up. A couple of posts are down. These post have to be put back in place. Angela to send out a notice to the site renters to have these posts put back up if not we will have to put back up and expenses will be

billed to the site renters. These posts have to put up in the front on the site boundary line for visual identification of the site and in case of an emergency.

- RCM Park Service NL inspection update – The inspection is completed and included in the minutes. Everything looked good and they are very pleased that the new dump station is being installed.
- Crown lands update – The four lots on Pine Tree update – WIP. We can apply under the “Way Forward” as a lease to pay when we sale the lots. We will work on this over the winter to change from a purchase to a lease agreement. There are two more applications gone to Crown Lands and one in the works and one in the final stages to purchase. Nothing new on the lot for sale on Terra Nova Road.

Social, Student Employment, Municipal Affairs, Public Relations, Beautification

- Student Employment update – Final reports were completed and the final payment from the grant was received. We had a great student that did an awesome job.
- Municipal Affairs update – N/A
- Public Relations – One issue from a trailer park renter that quiet time was supposed to be at midnight and still noise at 12:15am. Another issue from a trailer park renter on the fact that ATVs were only supposed to be used to go to and from camp site not to be riding around in the park, but it is happening. The town let them know if there is any problems with laws being broken they can contact the RCMP within the trailer park or anywhere these laws are being broken. The RCMP was asked over the summer to do some drive arounds in town, but they are understaffed and very busy, so we are not sure how many were done over the summer.
- Beautification update – The town worker removed the flowers around town. Deputy Mayor Pike will take up the flowers at the welcome sign and plant tulips there. Mayor Granberg will help and they can decorate around town for the fall season at the same time.

New Business:

- 911 emergency calls – no cell service needed to make these calls to 911 because they go through satellite. Just go to the SOS or emergency call on your cell phone. Mayor Granberg will put up a post on this to make sure people are aware of this in case of an emergency and Angela will post on our website.
- Light over town office door – The light doesn’t always work only sometimes. Deputy Mayor Pike said the lights over the fire hall not working right either. Mayor Granberg will check into how to go about having this issue checked into.
- Thank you – Mayor Granberg said a thank you to the person who donated the portable water tank to the fire department and a thank you to the person who donated the fish for the fish and brews sale to the fire department.
- Service of town quad and trailer – Deputy Mayor Pike stated that she is declaring a conflict of interest in this matter. The town quad and trailer needs to be serviced and new tires need to be put in the 2024 budget for the quad. It is better to get this service completed locally rather than having to travel the quad and trailer out of town.

Deputy Mayor Pike did not vote due to conflict of interest.

No. 23-112

Motion made by Councillor Baird to service town quad local if possible and budget for tires for the quad. Motion seconded by Councillor Moore.

In favour: All

Opposed: 0

Motion Carried

Permits

- 2 permits issued since the last meeting.

Next meeting – Wednesday, October 18, 2023 at 6:00pm at the Eddie Eastman Hall.

No. 23-113

Motion made by Deputy Mayor Pike to adjourn the meeting at 7:33pm. Motion seconded by Councillor Baird.

In favour: All

Opposed: 0

Motion Carried

ADJOURNMENT

7:33 pm



Mayor/Deputy



Clerk



Service NL

BUILDING ACCESSIBILITY INSPECTOR'S ORDERS

No. 30488

ST. JOHN'S (709) 729-1038
HARBOUR GRACE (709) 945-3107
CLARENVILLE (709) 466-4060
GANDER (709) 256-1420
GRAND FALLS- (709) 292-4206
WINDSOR (709) 637-2204
CORNER BROOK (709) 896-2661
HAPPY VALLEY-
GOOSE BAY

DATE	DD	MM	YY	FILE
BUILDING <u>Terra Nova Town Office</u>				
ADDRESS <u>1 River Road</u>				
OWNER				
ADDRESS				
MUNICIPALITY				
TYPE <u>Town Hall / office</u>				CLASSIFICATION <u>Group - D</u>
NEW		OTHER <u>Existing</u>		NO. OF STORIES <u>1</u>

FOR COMPLIANCE WITH THE BUILDINGS ACCESSIBILITY ACT AND REGULATIONS YOU ARE HEREBY ORDERED TO MAKE THE FOLLOWING CHANGES BY

THE _____ DAY OF _____ 20 _____

- 600 mm space on outside swing of the door
- 300 mm space required on inside swing of door
- Ramp needs to have concrete pad at base
- Accessible parking when paved to be painted Van-sized
- 1500mm landing need in front of door.

SECTION 17: WHERE A PERSON IS AGGRIEVED BY THIS ORDER, THAT PERSON MAY APPEAL TO THE DIRECTOR, IN WRITING WITHIN (7) DAYS.

THIS BUILDING IS ☐ ACCEPTABLE ☒ NOT ACCEPTABLE

RECEIVED BY

A Tucker

DATE

Sept 8/23

Inspector's Signature

[Signature]

I CERTIFY THAT THE FOREGOING ORDER(S) HAVE BEEN COMPLETED

DATE

SIGNATURE OF OWNER

ANY PERSON WHO MAKES A FALSE STATEMENT IS LIABLE FOR PROSECUTION UNDER SECTION 33 OF THE BUILDINGS ACCESSIBILITY ACT.

Town of Terra Nova
Customer Aged Summary As at 09/19/23

Total	Current	31 to 60	61 to 90	91+
155.25	0.00	0.00	0.00	155.25
1,778.39	76.58	90.51	0.00	1,611.30
1,587.91	68.38	65.43	0.00	1,454.10
17.87	0.77	17.10	0.00	0.00
946.10	40.74	38.99	30.00	836.37
414.97	17.87	17.10	0.00	380.00
218.41	9.41	9.00	0.00	200.00
-2.50	0.00	-2.50	0.00	0.00
-0.55	0.00	0.00	0.00	-0.55
368.47	15.87	15.18	0.00	337.42
72.95	3.14	7.31	0.00	62.50
1,369.45	69.74	66.73	0.00	1,232.98
414.97	17.87	17.10	0.00	380.00
646.72	30.00	33.02	0.00	583.70
414.97	17.87	17.10	0.00	380.00
-10.00	0.00	0.00	0.00	-10.00
460.18	19.82	18.96	0.00	421.40
407.16	17.53	16.78	0.00	372.85
1,366.63	69.62	66.62	0.00	1,230.39
-0.20	0.00	0.00	0.00	-0.20
-16.50	0.00	0.00	0.00	-16.50
2,675.61	115.22	110.26	0.00	2,450.13
456.86	19.67	18.83	0.00	418.36
203.00	0.00	0.00	0.00	203.00
243.35	10.46	10.03	0.00	222.84
1,061.11	45.69	43.73	0.00	971.69
460.18	19.82	18.96	0.00	421.40
1,148.35	49.45	47.32	0.00	1,051.58
32.76	1.41	1.35	0.00	30.00
3,641.68	156.82	150.06	0.00	3,334.80
168.51	7.26	11.25	0.00	150.00
3,554.22	153.05	146.46	0.00	3,254.71
414.97	17.87	17.10	0.00	380.00
941.87	40.56	38.81	0.00	862.50
901.82	38.83	37.16	0.00	825.83
568.86	28.80	27.56	0.00	512.50
829.94	35.74	34.20	0.00	760.00
122.22	5.26	5.04	0.00	111.92
50.00	50.00	0.00	0.00	0.00
1,328.31	57.20	54.74	0.00	1,216.37
150.49	6.48	37.64	0.00	106.37
1,004.66	43.26	41.40	0.00	920.00
1,004.66	43.26	41.40	0.00	920.00

1,859.13	80.06	76.61	0.00	1,702.46
100.00	50.00	0.00	50.00	0.00
1,607.27	69.21	66.23	0.00	1,471.83
851.78	36.68	35.10	0.00	780.00
28.99	1.25	1.19	0.00	26.55
1,192.04	51.33	0.00	0.00	1,140.71
395.86	17.05	16.31	0.00	362.50
479.70	20.66	19.77	0.00	439.27
725.53	39.86	42.45	0.00	643.22
414.97	17.87	17.10	0.00	380.00
414.97	17.87	17.10	0.00	380.00
2,114.94	91.07	87.15	0.00	1,936.72
188.10	8.10	7.75	0.00	172.25
-0.74	0.00	0.00	0.00	-0.74
427.77	18.42	17.63	0.00	391.72
864.11	41.52	38.87	0.00	783.72
414.97	17.87	17.10	0.00	380.00
414.97	17.87	17.10	0.00	380.00
-0.23	-0.23	0.00	0.00	0.00
-71.88	0.00	0.00	0.00	-71.88
1,799.34	77.48	74.15	0.00	1,647.71
185.37	7.96	16.25	0.00	161.14
5.75	0.25	0.00	0.00	5.50
196.56	8.46	8.10	0.00	180.00
498.37	21.46	20.54	0.00	456.37
447.44	19.27	18.44	0.00	409.73
414.97	17.87	17.10	0.00	380.00
1,237.20	53.28	50.98	0.00	1,132.94
1,668.44	0.00	0.00	0.00	1,668.44
929.07	40.00	38.29	0.00	850.78
191.56	8.25	20.81	0.00	162.50
478.17	20.59	19.70	0.00	437.88
-5.25	0.00	0.00	0.00	-5.25
505.06	21.75	20.81	0.00	462.50
100.00	100.00	0.00	0.00	0.00
463.72	19.97	19.11	0.00	424.64

53,112.10	2,434.41	2,189.47	80.00	48,408.22
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Town of Terra Nova

Vendor Aged Summary As at 09/19/23

Name	Total	Current	31 to 60	61 to 90	91+
Glovertown Home Hardware Bld...	871.22	871.22	-	-	-
OMB Parts & Industrial Ltd	36.79	36.79	-	-	-
Rodway's Printing & Office Suppl...	47.74	88.55	-	-40.81	-
ScotiaLine Visa	-50.00	-	-	-	-50.00
Sign Factory	189.69	189.69	-	-	-
Total outstanding:	1,095.44	1,186.25	-	-40.81	-50.00

Park / Retreat Camp Inspection Report

General Information

1	Park / Camp Name	Swimming Pond Mun. Park	Telephone No.	Fax No.
	Location Address			
	Site Manager / Supervisor		Residence Telephone	Business Telephone
	Address			

Site Information NA Day use

2	Number of Tent Sites	Number of RV Sites
	Serviced _____ Unserved _____	Serviced _____ Unserved _____

Drinking Water Supply NA

3	Number	Treated	Chlorine Residual	Type of Treatment
	Drilled Well(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Brook / River	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Dug Well(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Pond / Lake	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Well(s) Disinfected Yes <input type="checkbox"/> No <input type="checkbox"/>	Physical Appearance	Date Disinfected	YYYY MM DD
Date Sampled	YYYY MM DD	Results		
Comments				

Sewage Storage / Disposal

4	Type of System	Sub-surface Disposal System <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
		Pit Privies <input checked="" type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input checked="" type="checkbox"/>
		Trailer Dumping Station <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
		Other <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
	Comments			
Privies not constructed properly. Pit should be enclosed & vented through roof. Animals have access (pests) Also window should be opaque.				

Waste Disposal

5	Collection Type	Private <input type="checkbox"/>	Municipal <input checked="" type="checkbox"/>	Commercial <input type="checkbox"/>	Other <input type="checkbox"/>
	Waste Receptacles Provided	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Condition	Satisfactory <input checked="" type="checkbox"/> Un-Satisfactory <input type="checkbox"/>	
	Comments				

White Copy - Site Manager / Supervisor

Bathing Beaches

6	Type	Brook / River <input type="checkbox"/>	Pond / Lake <input checked="" type="checkbox"/>	Condition	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
	Safety Equipment	Throw Assist <input checked="" type="checkbox"/>	First Aid Kit <input checked="" type="checkbox"/>	Phone <input type="checkbox"/>	Appropriate Signage <input checked="" type="checkbox"/>	OK
	Comments Have acknowledged that supervision not available (use at own risk)					

Bathing Water Quality N/A

7	Date Tested	YYYY MM DD / /	Results
	Comments		

Swimming Pools N/A

8	Onsite Pool(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If "Yes", complete a Swimming Pool Inspection Form
	Comments		

Food Facilities N/A

9	Class	Currently Licensed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date Inspected	YYYY MM DD / /	Operated By
	Comments (or attach an Inspection Report)					

Accommodations / Rental Units N/A

10	Protection from Weather Elements	Yes <input type="checkbox"/> No <input type="checkbox"/>	Protection from Rodents	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Protection from Pests	Yes <input type="checkbox"/> No <input type="checkbox"/>	Adequate Space for Sleeping	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Comments			

General Aesthetics

11	Comments	Park appears clean & well maintained

Recommendations (See Narrative for further details, if applicable)

12	Change rooms available. Do recommend that windows be frosted. Pit privies are spacious & clean however not constructed properly. Pit allows pest access & windows installed for light should be frosted.	

Signature of Operator

13	
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Environmental Health Officer

14	
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Date Inspected

15	YYYY MM DD
	2023 / 08 / 29

Park / Retreat Camp Inspection Report

General Information

1	Park / Camp Name <i>Ralph Callaway Mem. Park</i>	Telephone No.	Fax No.
	Location Address <i>Terra Nova</i>		
	Site Manager / Supervisor	Residence Telephone	Business Telephone
	Address		

Site Information

2	Number of Tent Sites	Number of RV Sites
	Serviced _____ Unserviced _____	Serviced _____ Unserviced <i>79</i>

Drinking Water Supply *NA*

3	Number	Treated	Chlorine Residual	Type of Treatment
	Drilled Well(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Brook / River	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Dug Well(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Pond / Lake	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____ mg/L (ppm)	_____
	Well(s) Disinfected	Yes <input type="checkbox"/> No <input type="checkbox"/>	Physical Appearance	Date Disinfected
Date Sampled	YYYY MM DD	Results		
Comments				

Sewage Storage / Disposal

4	Type of System	Sub-surface Disposal System <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
	Pit Privies <input checked="" type="checkbox"/>	Satisfactory <input checked="" type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>	
	Trailer Dumping Station <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>	
	Other <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>	
	Comments <i>Privies appear clean. Been advised that dumping station closer to being installed.</i>			

Waste Disposal

5	Collection Type	Private <input type="checkbox"/>	Municipal <input checked="" type="checkbox"/>	Commercial <input type="checkbox"/>	Other <input type="checkbox"/>
	Waste Receptacles Provided	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Condition	Satisfactory <input checked="" type="checkbox"/> Un-Satisfactory <input type="checkbox"/>	
	Comments				

White Copy - Site Manager / Supervisor

Bathing Beaches *N.A.*

6	Type	Brook / River <input type="checkbox"/>	Pond / Lake <input type="checkbox"/>	Condition	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
	Safety Equipment	Throw Assist <input type="checkbox"/>	First Aid Kit <input type="checkbox"/>	Phone <input type="checkbox"/>	Appropriate Signage <input type="checkbox"/>	
	Comments					

Bathing Water Quality *N.A.*

7	Date Tested	YYYY MM DD / /	Results
	Comments		

Swimming Pools *N.A.*

8	Onsite Pool(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If "Yes", complete a Swimming Pool Inspection Form
	Comments		

Food Facilities *N.A.*

9	Class	Currently Licensed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date Inspected	YYYY MM DD / /	Operated By
	Comments (or attach an Inspection Report)					

Accommodations / Rental Units *N.A.*

10	Protection from Weather Elements	Yes <input type="checkbox"/> No <input type="checkbox"/>	Protection from Rodents	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Protection from Pests	Yes <input type="checkbox"/> No <input type="checkbox"/>	Adequate Space for Sleeping	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Comments			

General Aesthetics

11	Comments	<i>Park appears clean</i>

Recommendations (See Narrative for further details, if applicable)

12	<i>Anticipating the installation of dumping station</i>

Signature of Operator

13	
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Environmental Health Officer

14	<i>[Signature]</i>
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Date Inspected

15	YYYY MM DD <i>2023/08/29</i>
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Yellow Copy - Environmental Health Inspector