

Regular Meeting – Tuesday, September 15, 2020
Town Office – 6:30 p.m.

Attendance: Georgina Ollerhead Bernetta Delaney Roy Drake
Donald Stewart Lloyd Jensen Jordan Tibbo
Dan Jackman

Also Attending: Bernice Herritt, Palmer Strowbridge & Tanya Rogers

Mayor Ollerhead called the meeting to order at 6:30 p.m. & asked if there were any additions to the Agenda, as presented and circulated.

Motion #20:074:Don Stewart/Roy Drake

Resolved that the Agenda be adopted as presented, as circulated, with the additional items noted.

In Favour: 7 Abstained:0 Opposed: 0 Carried.

Errors/Omissions – Minutes of August 18,2020

Page 3, Item#4, '\$1485,721.00' should read '\$485,721.00';

Motion #20:075:Jordan Tibbo/Bernetta Delaney

Resolved that the Minutes of August 18, 2020 be adopted as presented, as circulated.

In Favour: 7 Abstained: 0 Opposed: 0 Carried.

Minutes of Special Meeting – August 28, 2020

Motion #20:076:Donald Stewart/Dan Jackman

Resolved that the Minutes of August 28, 2020 be adopted as presented, as circulated.

In Favour: 7 Abstained: 0 Opposed: 0 Carried.

Business Arising: Minutes of August 18, 2020

1. Non-emergency Assists:

Motion#20:077: Bernetta Delaney/Dan Jackman

Resolved that the town employees will be permitted to assist with any non-emergency calls within the Town during the town business hours.

In Favour:7 Abstained:0 Opposed:0 Carried.

2. Lights/sirens – Fire Vehicles:

Check with the Fire Commissioner on whether or not lights/sirens need to be on during a non-emergency call;

Public Works/Town Superintendent Report: (Attached)

Building Applications:

1. 4 Beaver Pond Road: Application for a permit to construct a garage (24'x32'). Approved;

CORRESPONDENCE:

1. 9A Keeping's Point: Complaint regarding fill piled up in front of their property. To date, this area has been completed and is currently waiting on sods;
2. Fire Dept – Complex Inspections:
Motion: 20:078: Jordan Tibbo/Dan Jackman
Resolved that the Town will request the Fire Protection Officer to come to Harbour Breton to complete complex inspection(s).
In Favour:7 Abstained:0 Opposed:0 Carried.

Fire Dept: Informing that the Fire Dept. will only be responding to emergency calls for mutual aid with the ambulance service. Acknowledge letter & advise that Council is in agreement. The Ambulance Committee to be notified as well;
3. 138 Bay d' Leau Drive: Informing that her basement was flooded as a result of a main water issue backing up in the basement. Resident was informed to contact her insurance company. To date, the Town has no update;
4. FCM: Informing that our application for funding to prepare an Asset Management Plan has been approved. Town's portion: \$5,530;
5. Arena Staff: Informing that she will not be returning to the Arena this fall. Ad for the Arena Manager/Assistant has been posted.
6. 5 Beaver Pond Road (Home Based Business): Approval received from Service NL;
7. Approvals To Borrow for the following projects:
 1. Godwin's Hill/Canada Drive: \$120,677.00
 2. Chiller/Condenser: \$156,5223.00
 3. Chlorine Booster Station:\$53,503.00
8. Dump Attendant: Part-time employee is hoping to get back to work late October, if required by Town. Further discussion on this position and a winter schedule to be prepared;
9. Concerned Citizen: Requesting that lines be painted on the street in the area on Beaver Pond Road. Agreed that this would be completed by the Town;
10. Municipal Capital Works: Call for applications for new funding for 2021-2022. Deadline for submissions is November 13, 2020. Town will NOT be applying for any future capital works this year;

11. Wood Pit – Deadman’s Cove Area: Agreed that this area needs to be widened out to accommodate future wood drop off;

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12. 2020 Virtual Conference

Due to COVID-19, this years’ AGM will be a virtual conference starting November 5, 2020. Council is not interested in participating. Clerk/EDO have been registered for the 2021 budget webinar scheduled for September 28th;

13. Town Employee:

Informing that she will be retiring from her position as of October 2021;

14. Resident on 121A Main Road North:

Clerk to contact resident regarding the uncovered garbage being torn up during each garbage collection on Tuesdays;

15. Resident on 55 South Side Drive:

Asking if his guiderail request will be completed prior to the upcoming winter. Agreed that this would be completed as soon as time permits;

16. Property located at 113B Main Road North:

Informing that this property will be transferred to a resident in the Town and requesting that the outstanding taxes be written off. Agreed that the town will consider writing off the water/sewer rates, however, the property tax in the amount of \$1,500.00 still has to be paid. Council to be notified in writing of new owner and date of transfer;

17. 1B Lydia’s Lane – Home Based Business: Requesting permission to re-locate business from 36 Main Road North to 1B Lydia’s Lane.

Motion #20:079:Bernetta Delaney/Georgina Ollerhead

Resolved that approval be given to relocate business from 36 Main Road North to 1B Lydia’s Lane, subject to the condition that due to the zoning in this area, this proposal will have to be advertised for a period of seven(7) days.

In Favour:7

Abstained:0

Opposed:0

Carried.

18. Project Updates:

1. Chiller/Condenser Project:

The Town has notified that the start up for this project is September 28, 2020 with an expected completion in January 2021, therefore the opening of the Arena will have to be delayed to mid January 2021. Minor Hockey & Men’s League to be notified. Ads to be put on the town’s fb page and the Community Channel informing the residents;

2. Chlorine Booster Station Project:

Change order work completed without Government approval. Dept is working with the engineer to determine what will be covered under the original scope of work;

3. Godwin's Hill/Canada Drive:

Town's engineer is recommending that this project be tendered in the New Year. Town is in agreement with this;

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Economic Development Officer Report:

1. Green Crab Project:

Council would like more information on this project before committing to proceeding;

2. RV Park:

RV Park will be closing as of September 27, 2020. Ad to be put on town's fb page;

3. MMSB – Waste Diversion Fund:

Applications for funding are now available under this Program. Apply for a holding facility for recyclables;

4. Site Specific Safety Plan – Pick up of ice control materials:

Motion#20:080:Dan Jackman/Jordan Tibbo

Resolved to accept the Site Specific Safety Plan for the pick up of ice control materials.

In Favour:7

Abstained:0

Opposed:0

Carried.

Councillor Roy Drake left the meeting at 8:45 p.m.

Finance Committee Report:

1. Accounts Payables – September 4, 2020:

Motion#20:081:Donald Stewart/Lloyd Jensen

Resolved that the Accounts Payable of September 4, 2020 be adopted.

In Favour: 6

Abstained: 0

Opposed:0

Carried.

2. Box for dump truck:

Obtain price and particulars for consideration for the 2021 budget;

3. Gas Detectors & Maintenance for Chlorine Building:

Total cost: \$15,916.00 for detectors. Agreed to put the \$7,000 from this years' budget aside and budget \$8,916.00 in 2021 budget. Funds to be considered for the Chlorine Building maintenance as well;

Liaison Reports:

1. Public Relations:

- Halloween:

Concerns from residents with regards to if there will be any restrictions for Halloween this year. Email has been forwarded to the COVID1-19 Center for a response;

- COVID-19 Symptoms:

Council is recommending that the town staff use their own discretion with regards to having any covid-19 like symptoms and working

2. Elliott Premises: (No Report)
3. Sunny Cottage: (No Report)

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4. Recreation/Arena:
 - Fitness Center:
Possible re-opening date – November 1, 2020;
 - Management Position – Arena:
Possible hire date – November 1, 20020;
5. HBIC:
Meeting scheduled for Tuesday, September 22, 2020 at 6:30 p.m.;
6. Aquaculture: (No Report)
7. Occupational Health & Safety: (No Report)
8. Beautification Committee: (No Report)
9. Fire Dept:
 - Annual Telethon will be held on Sunday, September 27th;
 - Check out to see if e-transfers can be done through the Fire Dept's bank account for the Telethon;

Motion for adjournment by Councilor Jordan Tibbo & seconded by Councillor Donald Stewart.
Adjournment at 9:15pm. Date of next meeting to be September 29, 2020.

Georgina Ollerhead – Mayor

Bernice Herritt – Clerk/Manager

