

**Tuesday, October 26, 2021  
Town Office – 6:30 p.m.**

**Attendance:**                **Lloyd Blake**                Roy Drake                Colby Whittle  
   Loretta Abbott                Neil Bond                Donald Stewart

**Also Attending:**                Tanya Rogers

**Absent:**                                Fabian Manning

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Mayor Blake called the meeting to order at 6:32 p.m. & asked if there were any additions to the Agenda, as presented and circulated.

**Motion #21-083: Don Stewart/Colby Whittle**

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

**In Favour: 6                                Abstained: 0                                Opposed: 0                                Motion Carried.**

**Errors/Omissions: Meeting of October 12, 2021**

1. Correspondence #7 – should read 2022-2023;
2. Beautification Committee - should read “old” hospital site;
3. Other – should read social media policy “was” provided;

**Motion #21-084: Don Stewart/Roy Drake**

**Resolved that the Minutes of October 12, 2021 be adopted as presented, as circulated.**

**In Favour: 6                                Abstained: 0                                Opposed: 0                                Motion Carried.**

**Business Arising: Minutes of September 14, 2021:**

1. 50A Canada Drive: Look at subdivision drawings to determine if the land is needed. Keep on Agenda.
2. 10 Jensen’s Lane: Approval to operate business from Service NL.
3. 52 South Side Drive: : Approval to operate business from Service NL
4. Capital Works: Meeting to be scheduled to determine what should/can be applied for;
5. Committee Liaisons: Mayor Blake appointed Liaisons as follows:
  - Public Relations: Lloyd Blake and Roy Drake
  - Elliott Premises: Loretta Abbott and Neil Bond
  - Sunny Cottage: Don Stewart and Neil Bond
  - Recreation/Arena: Colby Whittle and Neil Bond
  - HBIC: Fabian Manning and Loretta Abbott
  - OH&S: Neil Bond
  - Beautification Committee: Don Stewart and Lloyd Blake
  - Fire Department: Roy Drake and Colby Whittle
6. Meeting with Minister Loveless: Response received, follow up on date;
7. 113B Main Road North: Building Committee assessed the access to the property and determined that removal of the building using equipment would be difficult and costly. Agreed to issue an Expression of Interest for anyone interested in removing the residence and retaining the materials, free of charge;

**Public Works/Town Superintendent Report: (Attached);**

Building Applications:

1. 18 Jersey Avenue: Re-submitting application to construct storage shed at 13 Sagona Place. Due to the regulations outlined in the Town's Municipal Plan, the original ruling still stands. Applicant can attend the next council meeting to discuss, if requested.

**Motion #21-085: Don Stewart/Neil Bond**

**Resolved to stand with the original ruling, rejecting the application, based on the regulations in the Town's Municipal Plan.**

**In Favour: 6      Abstained: 0      Opposed: 0      Motion Carried.**

**CORRESPONDENCE:**

1. Department of Transportation and Infrastructure: Site Specific Safety Plan to obtain ice control materials at the Pool's Cove Depot;

**Motion #21-086: Roy Drake/Colby Whittle**

**Resolved to approve the Site Specific Safety Plan as presented.**

**In Favour: 6      Abstained: 0      Opposed: 0      Motion Carried.**

2. Celebrate Canada: Deadline for applications November 22, 2021.

**Motion #21-087: Colby Whittle/Don Stewart**

**Resolved to apply for funding under the Celebrate Canada Program as in previous years.**

**In Favour: 6      Abstained: 0      Opposed: 0      Motion Carried.**

3. Municipal Assessment Agency: Informing of removal of Central Director due to failure to attend meetings;
4. 10 Jensen's Lane: Requesting to use Jensen's Lane as access to her business, not Main Road North as stipulated by Council. Building Committee assessed the area and determined that there is adequate parking on Jensen's Lane for the business. Request approved;
5. Fire Services Division: Informing that the new fire truck will be ready for ULC Testing in the next few weeks;
6. Municipalities NL: Information on the Municipal Pipeline Project which partners municipalities with post-secondary students to carry out various projects for a municipality, free of charge. Inform that the Town is interested in the areas of Website (re)Development, Community Recreation and Leadership as well as the Heritage NL-Heritage Tourism Project. Although full, the Town would also be interested in Tourism and Hospitality;
7. ReCreate Consulting Services: Offering to aid 10 Municipalities in the preparation and submission of an application under the Community Healthy Living Fund. Agreed to seek assistance;
8. Municipal and Provincial Affairs: Informing of the deadline and requirements for submitting the Town 2022 Budget;
9. MNL Conference: Due to work commitments, Councillor Abbott is unable to attend. One registration to be cancelled;
10. Central Regional Health Authority: Invitation to attend Board of Trustees meeting;

11. Alan Cook, MOWI: Response regarding meeting request. Willing to meet with council the next time he is in Town;
12. Assisting with Budget Preparations: Former clerk/manager offering to assist the new manager with budget preparations. Approved;
13. NAIA Conference 2022: Deadline to withdraw registration is November 1, 2021. Agreed to stay registered;
14. 100 Radon Test Kit Challenge: Radon detectors have shipped. Manager requesting to place information flyers in mail boxes to encourage participating, approximate cost of \$117.00;  
**Motion #21-087: Roy Drake/Loretta Abbott**  
**Resolved to place information flyers in mail boxes at a cost of \$117.00;**  
**In Favour: 6     Abstained: 0     Opposed: 0     Motion Carried.**
15. Vaccine passports: Town will not require employees or customers to show proof of vaccination;
16. ACOA: Meeting scheduled with Scott Dawe on Thursday at 2:30pm. Councillors and Committee Chairpersons invited to attend;
17. Water Resources Management Division: Waster Water Collection course being held on November 2-4 at the Elliott Premises. Kevin and William will be attending;
18. Public Procurement Agency: In the process of conducting an audit on the Town's procurement process. Town has two weeks to submit the information required. Going forward, the Public Procurement Policy has to be followed for all purchases;
19. Fire Services Division: Requesting a conference call on Thursday, October 27, 2021 at 2:00pm to discuss the pre-delivery requirements for the new Fire Truck. Since the Fire Chief will be out of Town, Mayor Blake and Deputy Mayor Drake will attend;

**Economic Development Officer Report:**

- EDO to attend next meeting to provide an update on activities;

**Finance Committee Report:**

- Meeting to be held on November 8th to begin preparing the 2022 budget as well as looking at finances with regards to applying under the 2022-2023 Capital Works Program;

**Liaison Reports:**

1. Public Relations:
  - Council asked to inform the office if they are going to be out of Town for a period of time;
2. Elliott Premises: n/a
3. Sunny Cottage: n/a
4. Recreation/Arena:
  - Employee of CIMCO Refrigeration was at the arena last week to start up the ice making equipment. Due to a few issues encountered, the cost may be higher than anticipated;
5. HBIC:
  - HBIC to decide amongst themselves when and if to seek additional members;
6. Occupational Health & Safety: n/a

7. Beautification Committee:
  - Installation of the lights at the old hospital site is underway;
8. Fire Dept: n/a

Other:

1. Town Superintendent Position: Sub-committee met to review resumes and recommends interviewing four candidates for the position. Town Manager to develop interview questions and sub-committee will meet again on Monday, November 1, 2021 to review questions and set up interview times;
2. Request from Grade 4 Teacher: Requesting the Mayor/Council meet with the Grade 4 class regarding a project they are working on. Class is interested in raising funds to provide the Town with a sign regarding feeding the ducks. Agreed to meet.

Motion for adjournment by Councillor Bond & seconded by Councillor Whittle.  
Adjournment at 9:30p.m.

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**Lloyd Blake – Mayor**

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**Tanya Rogers – Town Manager**