

**Tuesday, January 18, 2022
Town Office – 6:30 p.m.**

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

Also Attending: Tanya Rogers Jody Soper

Absent: Fabian Manning

Mayor Blake called the meeting to order at 6:35 p.m. & welcomed the new Town Superintendent, Jody Soper, to the meeting. He then asked if there were any additions to the Agenda, as presented and circulated.

Motion #22-001: Don Stewart/Neil Bond

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:

1. Page 3: Elliott Premises, point #3: should read, The Elliott Premises Committee “has committed” to paying half the cost.

Motion #22-002: Colby Whittle/Loretta Abbott

Resolved that the Minutes of December 7, 2021 be adopted as presented, as circulated.

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

Business Arising: Minutes of December 21, 2021:

1. Capital Works (Roy Drake): Estimates have been received from Meridian Engineering as follows:
 - a. Causeway \$1,050,000.00
 - b. Little Bay Place \$157,100.00
 - c. Bay d’Leau Drive \$1,821,500.00
 - d. Canada Drive \$2,645,000.00

Discussion on what the Town can/should apply for with a decision to be made at the next budget meeting ,which will be held on Thursday, January 20 at 6:30pm. Finance Committee will meet on Wednesday, January 19 at 6:30pm to finalize the budget to be presented to council.

Town Superintendent to review the estimates provided by Meridian Engineering.

2. Coast Guard: Council feels the Coast Guard should have a base in this Region. Mayor Blake to bring the issue to the next Joint Mayors meeting. Ask MP Clifford Small who the Town should be writing letters to in regard to this issue;
3. Minister Loveless: Grant for ditching received, \$9000.00;
4. Business in Arrears: Letter regarding outstanding taxes and tax agreement for 2022 was mailed on December 23, 2021 and was picked up at the post office on December 30, 2021. Update to be provided at the next council meeting and a decision on what (if any) action needs to be taken at that time;
5. Surplus Fire Truck: Ask the Fire Chief when he feels the Fire Department will be ready to release the surplus fire truck. Also, determine what tools/equipment will go with the truck and what will remain with the Fire Department.

Public Works/Town Superintendent Report: Attached;

1. Superintendent outlined the work that has been completed since he started on January 4th;
2. The one year inspection on the Chlorine Booster station is scheduled for April 2022;
3. Check with suppliers to see if there is any cold patch available;
4. Jim Pollett (Department of Environment and Climate Change) will provide training on the Chlorination System next Thursday, January 27, 2022;
5. Sand/salt being used by residents and contractors: Town Superintendent to keep an eye on;
6. Purchased under \$500 can be made without approval but quotes must be obtained;
7. Annual membership with the Association of Engineering Technicians and Technologists of Newfoundland and Labrador (AETTNL).

Motion #22-003: Neil Bond/Roy Drake

Resolved that the Town will pay the Superintendents' membership fee to the Association of Engineering Technicians and Technologists of Newfoundland and Labrador (AETTNL) in the amount of \$240.00 annually.

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

8. Communication Process: Residents and Council should contact the Town Office/Manager with issues or concern who will then contact the Superintendent.

Building Applications: n/a

CORRESPONDENCE:

1. Administrative Assistant's Probationary Period: Probation period ends on January 19, 2022.
Motion #22-004: Neil Bond/Loretta Abbott
Resolved that Chantell Cribb be offered the full time Administrative Assistant position.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
2. 230 & 230A Canada Drive: Owner of 230 Canada Drive is interested in digging out the land in the back of the property. The water/sewer line for 230A Canada Drive may cross the property in that location. Public Works Committee to look at.
3. Requests for permits to cut blow downs: Council would like to meet with the Forestry representative in Miltown to discuss the regulations before issuing any permits;
4. HBVFD: Seeking permission to advertise for five (5) additional members. Fire Chief to be invited to the next council meeting to discuss;
5. Dump Schedule/Attendants Hours: Agreed to stay on the summer schedule full time. Dump Attendant to continue working full time hours as of now and Town Superintendent to monitor the need.
6. Green Crab Project: Conrad Collier, EDO with the Department of Industry, Energy and Technology inquiring as to the status of the project. Due to the research aspects of the project not being eligible the Town will not be proceeding with the Application. Inform the three funding agencies.
Motion #22-005: Roy Drake/Don Stewart
Resolved that the Town will not be proceeding with the application for the Green Crab.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
7. Digital Government and Service NL: Seeking feedback from the public on the proposed recommendations to the Building Accessibility Act. Mayor Blake will submit feedback.
8. Trio Benefits: Talk to the Board conference scheduled for Thursday, February 3rd at 10am. Office staff will participate if time permits.
9. Central Health: Key Messages from the last COVID -19 meeting with Municipalities;

10. NAIA: Board of Directors, Call for Nominations. Agreed to nominate Deputy Mayor Roy Drake to the position of At-Large Member.
Motion #22-006: Don Stewart/Loretta Abbott
Resolved that the Town of Harbour Breton will nominate Roy Drake for the At-Large director position with the NL Aquaculture Industry Association.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
11. Municipal Assessment Agency: Notice of elected board members;
12. Epilepsy NL: Inquiring if the Town would be interested in lighting up the Town Office Purple for Epilepsy awareness on March 26 and reading a proclamation. Town Superintendent to look into ways of doing this;
13. Proposed trail around Beaver Pond: Beaver Pond has been designated a Municipal Heritage Site and therefore a trail cannot be cut within the 10 meter buffer;
14. Cluney Mercer, Wood Engineering: Information and recommendations regarding the manholes on Godwin's Hill;
15. Central Health: Next meeting with Municipalities will be held on January 20, 2022. Mayor Blake will attend the meeting;
16. Ed Goodyear, Regional Manager: Informed the Town Office on January 14, 2022 that he is retiring at the end of the day. Letter of congratulations to be sent;
17. Resident of 137 Main Road North: Concern regarding rats in the area of his residence. The Town has increased rodent control in the area;
18. Potholes: The workers began filling potholes on Monday and will continue to do so as the weather permits.

Economic Development Officer Report: n/a

Finance Committee Report:

- Review of notes from Finance meeting held on January 14, 2022;
Motion #22-007: Don Stewart/Roy Drake
Resolved that the Finance Committee Report of January 14, 2022 be adopted as presented, as circulated.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
- Finance Committee meeting to be held on January 19th to review the 2022 budget. Proposed budget to be presented to council on January 20th;
- GIC's to be redeemed to pay the holdback on the Godwin's Hill project. Funds to be put back in the GICs once the HST/GST is received.
Motion #22-008: Neil Bond/Don Stewart
Resolved that the Town would redeem GIC's to pay the holdback on the Godwin's Hill Project with the funds to be returned to the GICs once the HST/GST is received.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.

Liaison Reports:

1. Public Relations: n/a
2. Elliott Premises:
 - Agreed that with the hydro bill being so high, the Elliott Premises will not be open for rentals until the building opens for the 2022 season.

3. Sunny Cottage: n/a
4. Recreation/Arena:
 - The next update on the Alert Level change will be held on January 24th. Agreed to keep the status quo with the arena and the workers until the update is announced. If we remain in Level 4, a meeting will be called to discuss;
 - Mayor Blake will speak with MHA Loveless regarding funding for arenas as a result of not being in operation due to COVID-19;
 - Issue with changing the signing authority on the Recreation Bank Account was discussed. Agreed to open a new bank account under the Town and close the current account;
Motion #22-009: Don Stewart/Colby Whittle
Resolved that a new bank account will be opened under the Town for the Harbour Breton Recreation.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
 - Agreed to close the bank account for the chiller/condenser project as the project is now complete;
5. HBIC:
 - The two new cottages should be complete by April 1, 2022;
 - One additional cottage has become available as well;
6. Occupational Health & Safety:
 - The Town has been selected for a PRIME audit by Workplace NL;
 - The Town Superintendent and Administrative Assistant will complete the OH&S Committee training on January 30 and 31, 2022.
7. Beautification Committee:
 - Annual Christmas draw took place on December 27, 2021. All donations and expenses are not in at this time;
8. Fire Dept:
 - The hydro has been connected to the new garage;
 - Final claim for the garage project has been submitted with the heat pump included.

Other:

- The NAIA Conference is going ahead in St. Johns, August 15-18th, 2022. Deputy Mayor Drake and Councillor Stewart are interested in attending on behalf of the Town. Councillors Manning and Whittle may also be attending.
- Mailing lists for various organizations need to be updated with the new council members.

Motion for adjournment by Councillor Bond & seconded by Councillor Drake. Adjournment at 9:55 pm.

Lloyd Blake – Mayor

Tanya Rogers – Town Manager