

**Tuesday, February 1, 2022
Town Office – 6:00 p.m.**

<u>Attendance:</u>	Lloyd Blake	Roy Drake	
	Neil Bond	Donald Stewart	
<u>Also Attending:</u>	Tanya Rogers	Jody Soper	
<u>Absent:</u>	Fabian Manning	Colby Whittle	Loretta Abbott

Mayor Blake welcomed Fire Chief Eric Bungay and Deputy Chief Eric Hunt to the meeting.

The following items were discussed:

- The new Fire Truck is not in use yet because they are waiting on parts and equipment to arrive. He also stated that training is required on the new truck as well;
- The Department is having issues with some Fire Fighters not showing up for meetings and training. The 75% attendance rate is not being met and therefore some members may be asked to leave the Department. The Town fully supports the Fire Department in releasing members who are not attending meetings and training as required;
- Going forward the Standard Operating Guidelines for attendance will be strictly followed;
- The request to add 5 new members to the Department was discussed as well as the expense of purchasing new gear for them;
- Discussed possibly posting the chain of command/duties of each Fire Fighter in the Department for everyone to see;
- Town recommends using the new truck for a while to ensure everything is working properly before handing over the surplus truck;
- There are a few issues with the new Garage, Councillor Drake and the Town Superintendent will investigate further. Also, something needs to be done with the area between the garage and Fire Hall as water gathers and ice becomes an issue.

Mayor Blake called the meeting to order at 7:00 p.m. He then asked if there were any additions to the Agenda, as presented and circulated.

Motion #22-015: Don Stewart/Roy Drake

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

In Favour: 4

Abstained: 0

Opposed: 0

Motion Carried.

Errors/Omissions: n/a

Motion #22-016: Neil Bond/Don Stewart

Resolved that the Minutes of January 18, 2022 be adopted as presented, as circulated.

In Favour: 4

Abstained: 0

Opposed: 0

Motion Carried.

Business Arising: Minutes of January 18, 2022:

a.) Capital Works:

- Bank Approvals have not been received, once received all information can be sent to Meridian Engineering to be submitted;
- Check with Tom Kendall to determine whether the water line or sewer lines (or both) are asbestos. Once determined, follow up with Meridian Engineering to see if asbestos abatement was included in the quote;

b.) Coast Guard: Email was sent to MP Small, no response to date;

- c.) Business in Arrears: Deadline for payment was January 31, 2022. Town Manager to contact business owner and Town Superintendent to locate water stop for the property;
- d.) Surplus Fire Truck: Update provided by Fire Chief;
- e.) Blow Down Permits: As per information provided by the Department of Fisheries, Forestry and Agriculture, cutting of any sort is not permitted within the grey buffer identified in the Domestic Harvesting Area for Harbour Breton (Map 07-27). Therefore, the Town cannot issue permits for cutting within the Town. Cutting is only permitted in the green shaded area and the Domestic Wood Cutting permit Conditions must be followed;
- f.) NAIA Board of Director Nomination: Nominations can only be made by voting, Regular Members. The Town is an Associate member and therefore, cannot nominate anyone;
- g.) Epilepsy NL: Keep on agenda;
- h.) Funding for Arenas: Mayor Blake spoke with Minister Loveless regarding the arena. There is no funding available at the moment;
- i.) NAIA Conference: Mayor Blake will take to the next Joint Mayors meeting to determine what communities are interested in participating in the booth at the Trade Show.

Public Works/Town Superintendent Report: Attached;

Building Applications: N/A

CORRESPONDENCE:

1. Remote Meeting Attendance: A policy needs to be developed for attending meetings remotely. Mayor Blake, Councilors Abbott and Stewart and the Town Manager will work on developing a policy for council's approval.
2. Collection Policy: Sample collection policy was presented for review. Policy to be edited as discussed and re-submitted for approval and adoption;
3. Department of Environment: 2022 Clean and Safe Drinking Water Workshop to be held in Gander, March 22-24, 2022. Town Superintendent to attend.

Motion #22-017: Don Stewart/Roy Drake

Resolved that the Town Superintendent will attend the 2022 Clean and Safe Drinking Water Workshop in Gander, March 22-24, 2022.

In Favour: 4

Abstained: 0

Opposed: 0

Motion Carried.

4. Municipalities NL: Consultation session with Environment and Climate Change regarding Wastewater Systems Effluent Regulations on Thursday February 3rd at 11:00am. Town Superintendent will participate in the consultation;
5. Fire Department Standard Operating Procedures: Submitted to the Town for approval. The Fire Departments Executive Committee will look at again, correct errors and re-submit for approval;
6. 7-9 Elliott Drive: Letter to be sent to owner regarding status of his plans to take down the building;
7. Causeway Bridge Load Limits: Concerns raised regarding the load capacity of the Causeway bridge. Contact DMG, who recently completed an inspection on the Bridge, to determine what the load capacity would be and if there was a need to reduce it;

8. Coastal Community Transportation Program; Funding approval received in the amount of \$39,346.00 to continue the program for another year;
9. Professional Municipal Administrators: 2022 Annual Convention to be held in Gander, June 8-10, 2022.
Motion #22-018: Don Stewart/Roy Drake
Resolved that the Town Manager and Administrative Assistant will attend PMA's Annual Convention in Gander, June 8-10, 2022.
In Favour: 4 Abstained: 0 Opposed: 0 Motion Carried.
10. Municipal Assessment Agency: Inquiring as to whom the Town has appointed as Assessment Review Commissioner. Additional information is required on what this involves before a decision can be made;
11. Crown Lands Referral: Application from Dwyer Realty Inc. for a parcel of Commercial Land on Route 360, across from the Ball Field. Information provided by the Mineral Lands Division, state that the land in question contains relatively high-quality sand and gravel that the Town may wish to preserve for future quarrying to supply the Town.
Motion #22-019: Neil Bond/Don Stewart
Resolved that the Crown Land Application (# 157678) submitted by Dwyer Realty Inc. not be approved.
In Favour: 4 Abstained: 0 Opposed: 0 Motion Carried.
12. Municipal Assessment Agency: Informing that Mary Thorne-Gosse has been elected as urban Director to its board of Directors;
13. Derek Tilley, Regional Emergency Management Planning Officer: Informing that he is retiring as of January 28, 2022.
14. Garbage Boxes/Rodents: Ad to be placed on facebook asking residents to keep their garbage boxes clean;
15. Municipal Affairs: Councillor Orientation will be scheduled as soon as possible given COVID-19 restrictions;
16. Residents of 1A Lydia's Lane: Request from resident for permission to operate a mobile band sawmill on his property. More information on regulations and zoning is needed before a decision can be made;
17. Taxes: Taxes owing in the amount of \$770.39 for 2021 for local dentist. Taxes to be written off as the dentist did not operate in Harbour Breton in 2021.
Motion #22-020: Roy Drake/Neil Bond
Resolved that the outstanding taxes for 2021 in the amount of \$770.39 for the dentist be written off.
In Favour: 4 Abstained: 0 Opposed: 0 Motion Carried.
18. HB CYN: Seeking a donation for the Winter Carnival Scheduled for February 14-27th, 2022. The Town will donate ice time for a free skate;
19. Heritage NL: Heritage Day/Week, February 21-27, 2022.

Economic Development Officer Report: n/a

Finance Committee Report:

Review of notes from meeting held on January 18, 2022:

- Street light needed in the area of Jensen's Lane.
- A Poll Tax exemption form needed for those seeking exemption;

Liaison Reports:

1. Public Relations: n/a
2. Elliott Premises: n/a
3. Sunny Cottage: n/a
4. Recreation/Arena: n/a
5. HBIC: n/a
6. Occupational Health & Safety:
7. Beautification Committee: n/a
8. Fire Dept: n/a

Other:

- NL Hydro has been informed of the trees across the hydro line, the street lights that are out as well as the red light in the traffic light.

Motion for adjournment by Councillor Bond & seconded by Councillor Drake. Adjournment at 9:28 pm.

Lloyd Blake – Mayor

Tanya Rogers – Town Manager