

**Tuesday, August 29, 2023  
Town Office – 6:00 p.m.**

**Attendance:** Lloyd Blake Neil Bond Colby Whittle (6:09)  
Loretta Abbott Don Stewart Fabian Manning

**Also Attending:** Ed Keeping Tanya Rogers

**Absent:** Roy Drake

Special guests were unable to join the meeting. To be rescheduled for the September 12<sup>th</sup> meeting. Information on land ownership at Deadman’s Cove to be provided in folders for next meeting.

Mayor Blake called the meeting to order at 6:05 pm and asked if there were any additions to the Agenda, as presented and circulated.

**Motion #23-120: D. Stewart/N. Bond**

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

**In Favour: 5      Abstained: 0      Opposed: 0      Motion Carried.**

**Meeting of July 18, 2023:**

Errors/Omissions: N/A

**Motion #23-121: L. Abbott/N. Bond**

**Resolved that the Minutes of July 18, 2023 be adopted as presented, as circulated.**

**In Favour: 5      Abstained: 0      Opposed: 0      Motion Carried.**

**Special Meetings of July 21, July 24, August 1 and August 18, 2023:**

Errors/Omissions: N/A

**Motion #23-122: D. Stewart/C. Whittle**

**Resolved that the Minutes of Special Meetings July 21, July 24, August 1 and August 18, 2023 be adopted as presented, as circulated.**

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

**Business Arising: Minutes of June 27, 2023:**

- a.) Transportation and Infrastructure –Timeline on projects provided by Exploits. Exploits and Surveys were in Town on August 24 & 25 and informed the Town that sewer lines are not included in the project. If sewer lines are to be added to the application, the amount of money approved will not change but the liner distance repaired will decrease significantly. This will also delay the project. After much discussion on the condition of the current sewer, it was agreed to proceed with the scope of work as submitted and approved.

**Motion #23-123: N. Bond/D. Stewart**

**Resolved that the Town will proceed with the current scope of work for the Bay d’Leau Drive and Little Bay Applications as submitted and approved.**

**In Favour: 5      Abstained: 0      Opposed: 0      Motion Carried.**

- b.) Walk of Hope –T-shirts received. Reminder to bring a prize for the sweepstakes draw, \$10 each for registration and sold Chromebook tickets. Councillors Whittle and Bond will not be able to attend.
- c.) Control Panel Installation – Tender awarded at Special Meeting on August 18<sup>th</sup>. Meridian Engineering will award tender to H&R Enterprises Ltd. this week. Follow up with Meridian;
- d.) Splash Pad Bank Account – Still in progress;

- e.) Minister Osborne– No response regarding meeting request. Minister Loveless to be asked to arrange a meeting with Minister Osborne at the NAIA Conference next week. Deputy Mayor Drake and Councillors Manning and Whittle will attend;
- f.) Lighthouse Painting – Deputy Mayor Drake absent from meeting. Update at the next meeting;
- g.) 61 South Side Drive – Letters were sent to boat owners. One response received from resident of 14 Connaigre Road regarding work being done on his boat, resident to be informed their boat can remain in the location as work is being completed on the boat. Update to be provided on the remaining boats;
- h.) Slope Stability – Letter re-sent to Minister Loveless. No response to date. No word on the barriers that were requested for the Canada Drive landslide area. As well, the report from DMG regarding this area has not been received to date;
- i.) Quarry Permits – Permits returned requesting additional information. Submit additional information as requested. Employee at 360 Marine may be able to assist with the digital file that is needed;
- j.) Equipment Operator – No update on Employee off work. One resume received for temporary operator position that was advertised, keep on file;
- k.) Bay d’Leau Paving – MCW Application was submitted on August 11, 2023;
- l.) Boardroom Chairs – Quotes on chairs reviewed. One chair to be ordered from Amazon at a cost of \$80.99;
- m.) Accessibility Grant (Town Office Entrance) – Extension has been granted to end of October. Scope of work has changed since the last meeting, agreed to re-issue the tender;
- n.) JCP (Boardwalk/Gun Hill) – Update on progress. Workers will be finishing on September 1, 2023, additional work may be needed at Gun Hill;
- o.) Spencer’s Brook Road – Quotes on Speed Bumps. Postpone until the spring.

**Public Works/Town Superintendent Reports:** Attached;

**Building Applications:** N/A

**Correspondence:**

1. Meridian Engineering – Estimates provided for Rocky Point Road and Beaver Pond Road. Since they are in the Region, agreed to ask Twin City paving to provide estimates on these as well as Witch Hazel Hill, road on Bay d’Leau near Spencer’s Brook Road and other patching needed around Town;
2. Aaron Bennett, MOWI – Asking if the Town would like to meet in the fall or in the new year. Agreed to request a meeting for the fall;
3. 1A Lydia’s Lane – Informing that she is interested in hosting a music group for pre-school children and asking if the Town will charge her business tax for doing so. Agreed that business tax will not be charged;
4. Orkin – Informing that the vegetation should be cut down around the court in the back arm area. Completed today;
5. Government Services – Email informing that water samples are unacceptable. Town Superintendent spoke with Service NL who advised that a boil order is not necessary, just need to bring the chlorine levels up;
6. Residents of 113, 113A, 115, 115A and 117A Bay d’Leau Drive – Requesting that the road to properties be paved. Price quote being obtained from Twin City Paving;

7. Owner of 50A Canada Drive – Offering to sell this property to Town. Inform owner that the offer will be passed over to the HBIC who are looking at developing land in this area;
8. NL Health Services – Response regarding letter sent requesting signage at the hospital informing that signage for Emergency Departments for the whole Province is being looked at. At present, there is a small sign in the window that is hardly noticeable. Inquire if this is the permanent signage that was being referenced in the response;
9. Golden Girls Grooming – Requesting a reduction in water and business taxes for the business as it only operates for part of the year.  
**Motion #23-124: D. Stewart/N. Bond**  
**Resolved that Golden Girls Grooming be charged half (1/2) the commercial water and sewer rate but the full business tax rate remains.**  
**In Favour: 6                      Abstained: 0                      Opposed: 0                      Motion Carried.**
10. Dept of Environment – Deadline for public comments on the Environmental Review Report for the proposed Indian Head Hatchery Expansion Project is September 12, 2023 and that the Minister’s decision is due by September 23, 2023. Email to be forwarded to Council for comment;
11. Transportation and Infrastructure – Call for Applications – 2023-2025 Municipal Capital Works. Deadline is September 29, 2023. Discussed applying for the repairs needed at water pond. Meridian Engineering to be asked if estimates can be prepared with pictures. If not, the cost of doing a site visit;
12. Dept of Environment – Schedule for Fall 2023 Water & Wastewater courses. Town Superintendent would like to attend the Wastewater Collection Level 1-2 Course and Certification Exam in Clarenville on September 26-27. Approved;
13. Fasd Atlantic – Proclamation for Fetal Alcohol Spectrum Disorder Awareness Month;  
**Motion #23-125: F. Manning/ N. Bond**  
**Resolved that the Town will declare September 2023 as Fetal Alcohol Spectrum Disorder Awareness Month in Harbour Breton.**  
**In Favour: 6                      Abstained: 0                      Opposed: 0                      Motion Carried.**
14. Joint Mayors – Asking communities to agree on changing the name of the Bay d’Espoir Highway to the Coast of Bays Highway to reflect the entire Coast;  
**Motion #23-126: D. Stewart/C. Whittle**  
**Resolved that the Town supports the Joint Mayors Committee in their attempt to change the name of the Bay d’Espoir Highway to the Coast of Bays Highway;**  
**In Favour: 6                      Abstained: 0                      Opposed: 0                      Motion Carried.**
15. 11 South Side Drive – Inquiring if a private parking sign can be placed where they park on South Side Drive. Approval not granted;
16. Municipal Affairs – Community Collaboration Grants available. Application deadline is September 30, 2023. Not at this time;
17. Service NL – Informing that the previous boil order has been lifted. Advises that a partial boil order remain in effect for the Deadman’s Cove RV Park. If this cannot be rectified, the RV park will be advertised as not having potable water;
18. NAIA – Annual Board Meeting and Board Nominations taking place September 6 at 12:30pm during the conference. Deputy Mayor Drake will be attending.
19. 5 Jensen’s Lane – Suggesting the Town develop some sort of permanent display/gallery of the event. Following up with resident on what type of display;

20. 1 Little Bay Place – Requesting that the Town raise or relocate the fire hydrant on his property so that he can level his lawn and finish/pave his driveway.  
**Motion #23-127: C. Whittle/L. Abbott**  
**Resolved that the Town will extend the Fire Hydrant at 1 Little Bay Place. Approximate cost of the extender, \$1250.00.**  
**In Favour: 6                      Abstained: 0                      Opposed: 0                      Motion Carried.**
21. MNL – Deadline for Board nominations is September 26, 2023. Not at this time;
22. Transportation & Infrastructure – Circular explaining the status of applications in MSIS;
23. MNL Conference – Deadlines has passed for cancelling registrations and getting full/partial refunds. Councillor Whittle will attend in Mayor Blake’s absence;
24. Exploits Chamber – Email regarding the status of Family Care Teams. Asking Municipalities to send letters to the Minister, Prime Minister, MHA and Central Health raising our concerns on the speed at which things are happening with the Family Care Teams. Agreed to send letter;
25. MNL – Deadline to submit Resolutions for the 2023 AGM is September 15, 2023;
26. MNL – Small Town virtual roundtable scheduled for September 27<sup>th</sup> at 7:00pm. Forward email to councillors;
27. 9 North Hill Place – Resident requesting 5 hours of work as a result of the changes to qualifying for EI. Agreed to provide the hours, resident can assist with closing out the Elliott Premises for the season;
28. Resident of 12 Church Hill Road - Resident requesting 11 hours of work as a result of the changes to qualifying for EI. Agreed to provide the hours, resident can clean up the arena after the summer program;
29. 5 Jensen’s Lane – Inquiring if the section of Jensen’s Lane will be paved when Twin City Paving are in Town. Inform residents that this section of road is considered to be a part of a private driveway;
30. ATIPP Office – Informing that all Municipalities must designate a “Head of a Public Body” and inform their office.  
**Motion #23-128: N. Bond/D. Stewart**  
**Resolved that the Town Clerk/Manager will be designated the “Head of a Public Body” for the purpose of the ATIPP Act.**  
**In Favour: 6                      Abstained: 0                      Opposed: 0                      Motion Carried.**
31. NAIA Cold Harvest Conference – Councillor Stewart is unable to attend. Deadline for refund has passed. Councillor Whittle will now attend in Councillor Stewarts absence;
32. Upcoming Storm – Clerk/Manager will be out of Town on Wednesday and Thursday. If needed, contact the Administrative Assistant, contact information provided.
33. EDO – Will be off work indefinitely due to illness. Agreed to send a meal of her choice to the family;
34. Employee Insurance - Two employees are off work due to illness. Agreed to continue paying half the insurance premiums so long as the employees have a valid doctors;
35. Pentecostal Cemetery – Letter to be written informing that the fence at the cemetery needs to be repaired.

**Economic Development Officer Report:**

- Affordable Housing Application – Review of expenses involved with constructing 4 additional units. Agreed to submit the application for 2 -1bedroom and 2 – 2bedroom apartments, as time permits. Funding shortfall to be financed;

- Email from NL Housing informing that, once the 30 year mortgage and operating agreement conclude, the units are Organizations to do with as they please;
- More brochures are needed for the next season. Suggests changing the front picture to match the backdrop. Agreed to change the front picture and consider changing the other pictures as well. Agreed to order;
- More Town pens are needed, agreed to order;
- Recommending a new Town Logo be developed. Council to consider what they would like to see on a new logo;

**Finance Committee Report:**

Review and adoption of minutes of meeting on August 22, 2023:

**Motion #23-129: D. Stewart/ C. Whittle**

**Resolved that the Minutes of Finance Meeting on August 22, 2023 be adopted as presented, as circulated.**

**In Favour: 6**

**Abstained: 0**

**Opposed: 0**

**Motion Carried.**

**Liaison Reports:**

1. Public Relations:

- Mayor Blake and Councillor Abbott participated in a call with Environment Canada regarding the upcoming storm;

2. Elliott Premises:

- Bridge repairs have been completed. The Daycare/CYN are waiting on Service NL to inspect and approve before the Daycare can re-open;
- Resident of 16 Gorman Place – Complaint received regarding his boat getting caught in ropes near the Elliott Premises docks resulting in having to be towed in and get a diver to cut the ropes. Resident claims the ropes were left in the water when the floating docks were replaced. Inform resident that the Elliott’s Docks are secured with chains and therefore ropes in the water are not our responsibility.

3. Sunny Cottage:

- Exterior work to be completed. Councillor Stewart will follow up with carpenters;

4. Recreation:

- Bingo equipment upgrades – Equipment has been received. Jordan Tibbo has the equipment to look at and will install as time permits;
- Three Committee Member have submitted resignations from the committee. These members will attend the next meeting of the Recreation to report on the summer events and formally resign;
- Bingo Issue – may no longer be an issue, remove from agenda;

5. Arena: n/a

6. HBIC:

- Meeting to be scheduled in the Fall to discuss moving forward with the HBIC;
- Singing Authority at the bank needs to be changed since the Chairperson resigned. Agreed the Clerk/Manager will be granted signing authority in the interim;
- RV Park Attendant. Scheduled to Finish on September 4, 2023. Since there are bookings up to September 13, Park Attendant to be asked to work an additional 2 weeks at 21 hours per week;

7. Aquaculture:

- The fish plant is currently shut down for a few weeks. Will get an update form MOWI at the requested meeting;

8. Occupational Health & Safety:
  - Meeting scheduled for later this week;
9. Beautification Committee:
  - Poles and a chain to be installed at the Cottage Hospital Site;
10. Fire Dept: n/a
11. Health Care:
  - Update provided on the doctor situation for the month of September;
  - A new fast track program is now in effect where Emergency room visitors will see a triage nurse and can be fast tracked to a virtual Nurse Practitioner, depending on the ailment. This should speed up wait times.

**Other:** N/A

Motion for adjournment by Councillor Bond & seconded by Councillor Abbott. Adjournment at 8:57 PM.

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**Lloyd Blake – Mayor**

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**Tanya Rogers – Clerk/Manager**