

**Tuesday, October 24, 2023
Town Office – 6:30 p.m.**

Attendance: Lloyd Blake Roy Drake
Don Stewart Neil Bond

Also Attending: Tanya Rogers Ed Keeping (left at 7:11)

Absent: Loretta Abbott Colby Whittle Fabian Manning

Mayor Blake called the meeting to order at 6:27pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #23-049:R. Drake/N. Bond

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

In Favour: 4 Abstained: 0 Opposed: 0 Motion Carried.

Meeting of October 10, 2023:

Errors/Omissions: n/a

Motion #23-050: N. Bond/D. Stewart

Resolved that the Minutes of October 10, 2023 be adopted as presented, as circulated.

In Favour: 4 Abstained: 0 Opposed: 0 Motion Carried.

Business Arising: Minutes of October 24, 2023:

- a) Control Panel Installation – Contractor has not yet returned to complete the installation;
- b) Minister Osborne – No update on new meeting date. Items to be discussed include the situation with doctors and ambulance operators;
- c) Slope Stability (Down Harbour Area/ Canada Drive Mudslide) – Mayor Blake spoke with Stephen Mercer, Director, Municipal Finance who explained that there were no specific programs for this type of work. However, he did suggest that the Town could apply for a Special Assistance Grant to help with the cost. The amount of funding available would not be sufficient to cover the cost involved in this. Council will bring to Minister Loveless’s attention the next time they meet;

The Town Superintendent did contact a local contractor to clean up the area but did not receive a response to date. If there is no response by October 27, 2023, another contractor to be asked.
- d) Potential Developer – Email sent requesting detailed plans/design. No response to date. Remove from agenda until information is received;
- e) CIBC (COBWM GIC) – Review of the list of current directors of the COBWM Committee. Deputy Mayor Drake will reach out to one of the directors;
- f) 36 Main Road North (5 Rose Place) – Stewart Mckelvey have informed that they are clear to act on this and have requested all correspondence/info/pictures in relation to it;
- g) New Cell Phones – All four cell phones are eligible for a hardware upgrade. Employees (not including the Superintendent) to be asked if they would prefer to be compensated for using their own phones instead;
- h) Old Ride on Mower - Resident feels the selling price is too high, submitted a counter offer of \$100.00. Agreed to put the mower up on tender;
- i) Chief Misel Joe – Date for the Joint Mayors meeting at the Miawpukek Community Centre changed to November 18th at 2:00pm;

Public Works/Town Superintendent Reports: Attached;

~~~~~ Mayor Drake left the meeting during the tender opening ~~~~~

1. Back Arm Trail Tender

Tender received as follows:

- a. Dynamic Construction - \$6037.50
- b. Drakes Auto Repair - \$6000.00

**Motion #23-051: D. Stewart/ N. Bond**

**Resolved to award the tender for the Back Arm Trail Upgrades to Drake's Auto Repair in the amount of \$6000.00 (HST included).**

**In Favour: 4                      Abstained: 0                      Opposed: 0                      Motion Carried.**  
**(Councillor Abbott by Phone)**

**Building Applications:** N/A

**Correspondence:**

1. JW Consulting Associates – Informing that they can prepare an Accessibility Plan for the Town at a cost of \$4750.00 plus HST. Inform the Department that, due to staff shortage/illnesses, the Town is unable to have the plan developed before the December 31, 2023 deadline;
2. NL Conservancy of Canada – Requesting a meeting to discuss collaboration with the Town to contribute to Canada's target to protect 30% of its lands and oceans by 2030. Not at this time;
3. RV Park Visitor – Suggesting that the RV Dumping Station is too high. This has not been an issue in the past;
4. Municipal Assessment Agency – Informing that Mr. Allan Hawkins has been appointed as the newest Taxpayer Representative on the Agency's Board;
5. Southern Port Hotel – Complaint regarding garbage not being picked up. Town Superintendent to check the condition of the garbage box;
6. Municipal Affairs (Gas Tax) – Informing that any remaining Gas Tax Funds needs to be allocated to projects by March 2024. Agreed to apply for pavement and curb & gutter on Beaver Pond Road. Town Superintended and available Councillors to visit the site for measurements. Ask Exploits Engineering to provide an estimate the next time they are in Town;
7. Municipal Affairs – Circular informing that 2024 Budgets are to be adopted by December 1, 2023 and submitted to the Regional Office by December 31, 2023. Meeting to begin the 2024 Budget to be held next week;
8. Front Entrance Renovations – Contractor has not started the renovations. If not complete by October 31, 2023 a local carpenter to be asked;
9. Harbour Breton Lions Club – Requested donation for the annual Santa Claus parade. Agreed to donate the budgeted amount of \$100.00;
10. Intervale – Hosted a beach cleanup at Deadman's Cove earlier today;
11. Concerned Resident – Inquiring if snares are permitted to be set near the Towns walking trails. There are no law/bylaws preventing this that council is aware of. Ad to be placed on Facebook asking residents not to set snares close to walking trails/boardwalks;
12. Eating Disorder Foundation – Asking the Town to observe Eating Disorder Awareness Week from February 1-7, 2024. Agreed the Town will participate by signing a proclamation;

13. Canadian Association of Fire Chiefs – Asking the Town to sign a petition to the Government of Canada to increase the Fire Fighters Tax Credit from \$3000.00 to \$10,000.00. Agreed to sign the petition and invite those who cannot do so electronically to come to the Town Office to sign;
14. 12 Keepings Point – Inquiring if the pot hole on Keepings Point can be repaired. Town Superintendent to look into;
15. Exploits Engineering – Inquiring about the size of the water mains on Little Bay Place and Bay d’Leau Drive as the dimensions on drawings provided are different than the RFP that was issued. Mayor Drake will come to the office and take a look at the drawings to help determine the information needed;
16. 27 Bay d’Leau Drive – Inquiring what the ice rental would be if a Canskate program was to be offered at the arena. Agreed to charge the same rate charged to Minor Hockey;
17. 2024 Prime Ministers Awards – Nominate an Exceptional Educator. Not at this time.
18. Office Staff – Presenting the idea for the Town to construct a Free Library where residents can take a book-leave a book. Not at this time.
19. Warming Centre – Mayor Blake discussed how more action needs to be taken to equip the Lions Club to be a warming centre in the event of an emergency. Agreed the first step would be the installation of a generator which would be a significant cost;

**Economic Development Officer Report:**

- Strategic Development Plan – Final Report. Report to be emailed to council and a meeting to be arranged to review;
- New Cottage Application - Update provided on wait list for cottages as well as the expense involved in borrowing the shortfall. Agreed to meet with the HBIC to discuss whether or not to move forward with the application;
- Sage/Simply Accounting Program integration. Agreed to cancel the Town’s subscription and incorporate the committees into the HBIC’s subscription;

**Finance Committee Report:**

1. Account Payable – Review of accounts payable;

**Motion #23- 052: R. Drake/N. Bond**

**Resolved to pay accounts payable in the amount of \$ 29,128.20.**

**In Favour: 4**

**Abstained: 0**

**Opposed: 0**

**Motion Carried.**

2. Municipal Operating Grant was received on October 24, 2023;

**Liaison Reports:**

1. Public Relations: n/a
2. Elliott Premises: n/a
3. Sunny Cottage:
  - Exterior work that is needed has been deferred for the spring;
4. Recreation:
  - Bingo Equipment – Not yet installed;
  - Complaint received regarding loss winnings as a result of not being able to get through before an additional bingo number was called. Inform player that there were no issues with the phones at

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the arena; therefore, the issue appears to be the result of using a cell phone to call in. Given this warning is announced before bingo and that once another number is announced all proceeds will be shared, no additional winnings will be paid out;

5. Arena:
  - Check with Arena Manager on required start date to prepare for opening;
6. HBIC: n/a
7. Aquaculture:
  - No update on meeting with MOWI;
8. Occupational Health & Safety:
  - Traffic Control and Confined Space are scheduled for some employees;
9. Beautification Committee:
  - Christmas Cheer ticket draw – Committee is requesting council donate \$25 as in the past. Agreed;
  - Local resident has volunteered to paint the lettering on the War Memorial;
  - The Committee is planning on hiring someone for a week to do some work at the Cottage Hospital Site;
10. Fire Dept:
  - Garage door opener – check with Superintendent on quotes;
  - Recognition gifts and monetary gifts to be presented to Fire Fighters for years of service as follows:
    - 5 & 10 years - \$25 and a key chain;
    - 15 & 20 years - \$50 and a mug/glass;
    - 25 or more years – \$75 and a tumbler/water bottle;
11. Health Care:
  - Mayor Blake provided an update on meeting of October 16 @ 3:00pm;
  - Next Municipalities meeting is scheduled for October 30<sup>th</sup> at 3:00pm. Reminder and meeting link to be sent to council;

**Other:**

1. Street Lights – A Street light is needed on Harbour Drive in the area of the Marine Centre. Numerous street lights are out around Town and the new LED bulbs being installed are not very bright.
2. Bank Closures – Concern discussed over the recent announcement of Scotia Bank closures across the Province and the impact on this community should CIBC follow suit.

Motion for adjournment by Councillor Bond & seconded by Councillor Stewart. Adjournment at 9:23 pm.

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**Lloyd Blake – Mayor**

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**Tanya Rogers – Clerk/Manager**