

**Tuesday, December 21, 2021
Town Office – 6:30 p.m.**

Attendance: Lloyd Blake Colby Whittle Fabian Manning
 Neil Bond Loretta Abbott Donald Stewart

Also Attending: Tanya Rogers

Absent: Roy Drake George Drake

Mayor Blake called the meeting to order at 6:30 p.m. & asked if there were any additions to the Agenda, as presented and circulated.

Motion #21-102: Neil Bond/Don Stewart

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: n/a

Motion #21-103: Neil Bond/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 7, 2021:

1. Capital Works (Roy Drake): Jason Strickland (Meridian Engineering) was in town and looked at the four jobs being considered (Canada Drive, Bay d’Leau Drive, Little Bay Place and the Causeway Bridge). He is preparing estimates and should have them complete by the end of the week;
2. Part Time Operator: Review of resumes received;
Motion #21-104: Fabian Manning/Don Stewart
Resolved that the position of part-time/call-in operator be offered to Mr. Travis Mahoney.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
3. Meeting with Minister Loveless: No response on letter sent regarding funding for ditching. Mayor Blake will follow up with MHA Loveless in January;
4. Meeting with MP Clifford Small: The information requested as well as notes from the meeting have been sent to Mr. Small. In light of the recent boating tragedy, the issue regarding the Coast Guard that was discussed with Mr. Small to remain on the agenda;
5. 28 Road Knob: Remove item from agenda until survey is received;
6. Officers and Directors Liability Insurance: Information on coverage and increased cost associated with insuring the additional employees and volunteers was reviewed;
Motion #21-105: Fabian Manning/Neil Bond
Resolved that the Town would proceed with adding the additional individuals at a cost of \$186.00.
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
7. Business in Arrears: Local business requesting a reduction in the current Tax Agreement with the Town. Inform owner that the taxes for the current year (2021) remain status quo. However, the request was reviewed and a reduction of \$2000 will be granted for 2022 and will be re-assessed for future years;

Motion #21-106: Fabian Manning/Don Stewart

Resolved that the Tax Agreement with the local business will be decreased from \$12,000.00 to \$10,000.00 for the 2022 tax year;

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

Public Works/Town Superintendent Report: Attached;

Building Applications:

1. 13 Gorman Place: Request to construct storage shed, 12' x 12'. Survey has been received. Resident will not be starting the shed until the spring. Public works committee to look at again;

CORRESPONDENCE:

1. Manholes on Godwin's Hill: The Engineer on site should have picked up on the issue. Now that the project is complete, the Town will have to correct the issue in the spring;
2. Godwin's Hill Project: Request for Holdback.
Motion #21-107: Don Stewart/Colby Whittle
Resolved that the holdback on the project be released to the contractor;
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
3. Fire Services Division: Informing that the Town's surplus emergency response vehicle has been re-assigned to the Town of St. Jacques-Coombs Cove. Ask Deputy Mayor Drake to speak with the Fire Chief to see when the Department will be ready to release the old truck;
4. UOMA: Informing of their Annual Filter Promotion Program. Ask deputy Mayor Drake if this applies to the Town;
5. Adventure Central: Informing of the work they do and encouraging the Town to renew their membership in the New Year. Agreed that the Town would continue to be a member;
6. Municipal Assessment Agency: Update on the Agencies activities;
7. Screened Sand: With private contractors in the community, the Town cannot be providing sand or other services to residents or contractors;
8. Meeting with Equipment Operator: Mayor Blake, Councillor Abbot and the Town Manager provided an update on the meeting with the employee on December 16, 2021. The employee was informed that any time taken off must be approved;
9. Municipal Assessment Agency: Extending Christmas greeting to the Town;
10. Gas Tax Funding: Funding received to be applied against the Gas Tax loan;
11. NAIA: Advertising in the Cold Harvest Magazine;
Motion #21-108: Loretta Abbott/Neil Bond
Resolved to purchase a 1/8 Page Ad for 3 Consecutive Editions at a cost of \$338.00;
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.

Economic Development Officer Report: n/a

Finance Committee Report:

- Review of notes from budget meeting held on December 15, 2021;
 - Tire has been purchased for the Backhoe;
 - Additional cold patch has been purchased;
- Budget meeting to be held early in the New Year. Budget to be finalized for the January 18th meeting;

Liaison Reports:

1. Public Relations:

- Mayor Blake attended a flag raising for the Purple Ribbon Campaign, Activism Against Gender Based Violence;
- Mayor Blake attended the Fire Fighters Supper on December 11, 2021;
- Councillors Whittle and Stewart attended the committees Christmas Social at the Elliott Premises on December 11, 2021;
- Mayor Blake has spoken to numerous media outlets regarding the boating tragedy on December 19th, 2021;

2. Elliott Premises:

- Project workers have used up the materials budget for the siding. Elliott's Committee to be asked to contribute funds for materials;
- Discussed looking into alternative heating methods for the building;
- The steel roofing on the daycare is complete at a cost of \$14,605.16. The Elliott Premises Committee have contributed to paying half of this cost;
- The only section of roof not complete is the Craft Shop. Agreed to purchase the material and complete in the spring/summer.

Motion #21-109: Don Stewart/Colby Whittle

Resolved to order the steel roofing for the craft shop section of the Elliott Premises at a cost of \$4849.71;

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

3. Sunny Cottage: n/a

4. Recreation/Arena:

- Arena Manager asking if a tournament can be hosted at the Arena over Christmas given the current COVID-19 situation. Ask Manager to determine what the regulations are with respect to tournaments at this time;
- One of the showers at the arena is not working and replacement parts are not available. Public Works committee will look at to see what can be done without having to remove the brick walls;
- The TV bingo was cancelled last Sunday in respect of the boating accident that took place that day;
- A fire alarm has been going off at the Arena. Manager has spoken to Pollett's Electrical regarding the issue and was given instructions on what to do the next time it happens;

5. HBIC: n/a

6. Occupational Health & Safety:

- OH&S committee training is needed by two employees. The Administrative Assistant and new Town Superintendent will do in the new year;

7. Beautification Committee:

- The Christmas Hamper draw is postponed to December 27, 2021;

8. Fire Dept:

- Mayor Blake spoke with the Fire Chief about having an open house to celebrate/acknowledge the new fire truck. This will happen in the new year;
- The contractor is waiting on hydro to install the power to the building. Ask Fire Chief if the new truck is filled with water considering there is no heat in the garage at the moment;
- Quote received for the installation of a heat pump in the new garage;

Motion #21-110: Don Stewart/Colby Whittle

Resolved to proceed with the heat pump at a cost of \$4607.02.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

Other:

- Christmas Greeting to be placed on Facebook;
- Condolences to be expressed to the Lambert Family;
- Date of next regular meeting to be January 18, 2022;

Mayor Blake wished everyone a Merry Christmas. Motion for adjournment by Councillor Manning & seconded by Councillor Whittle. Adjournment at 9:10 pm.

Lloyd Blake – Mayor

Tanya Rogers – Town Manager