

Tuesday, November 7, 2023
Town Office – 6:30 p.m.

Attendance: Lloyd Blake Roy Drake Loretta Abbott
Don Stewart Colby Whittle (6:41) Fabian Manning

Also Attending: Tanya Rogers Ed Keeping

Absent: Neil Bond

Mayor Blake called the meeting to order at 6:33pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #23-055: D. Stewart/R. Drake

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 October 24, 2023:

Errors/Omissions: n/a

Motion #23-056: D. Stewart/R. Drake

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

In Favour: 5 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. Town Superintendent to follow up with contractor;
- b) Minister Osborne – New meeting date arranged for November 29th @ 10:00am. Invitation to attend the meeting to be extended to Mayor Steve Crewe of Hermitage. Attendance list and agenda to be forwarded to the Ministers Office prior to the meeting;
- c) Slope Stability (Down Harbour Area/ Canada Drive Mudslide) – The contractor will be completing the work in the coming weeks;
- d) CIBC (COBWM GIC) – Notice of Directors to be filed with the Registry of Companies. New Directors to be Mayors Stewart May, Steve Crewe and Lloyd Blake.
- e) 36 Main Road North (5 Rose Place) – Inform Stewart McKelvey to hold off on issuing the order as the residents appears to be cleaning up the property;
- f) New Cell Phones – Two employees will take the monthly stipend and use their own phones. Two new cell phones are required and one employee will continue to use one of the current phones;
- g) Old Ride on Mower – Tender deadline has passed. No tenders received. Mower to be stored for the winter and tender posted again in the spring;
- h) Accessibility Plan – Email sent to the Department of Children, Seniors and Social Development regarding the Plans as been forwarded to the Disability Policy Office. No response to date;
- i) Southern Port Hotel/Robins – Town Superintended inspected the garbage boxes. Follow up with the Garbage contractor to see if they are now collecting the garbage;
- j) Municipal Affairs (Gas Tax) – Based on the cost involved with installing catch basins, curb and gutter, it was agreed to apply for pavement only on Beaver Pond Road. The Town workers will raise the fire hydrant in the area.

Motion #23-057:R. Drake/F. Manning

Resolved that the Town will submit its Capital Investment Plan to the Department of Environment, Climate Change and Municipalities for Gas Tax Funding in the amount of \$138,977.50 for Beaver Pond Road Paving.

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

- k) Front Entrance Renovations – Dynamic Construction may not be able to complete the work within the timeframe needed but will still be able to provide an electrician to complete the required electrical work. Agreed to seek out another carpenter to complete the work;
- l) Exploits Engineering – Questioned the size of water main on Bay d’Leau Drive. Based on older drawings on hand, it was determined that the water main changes from 300mm to 250mm in the section to be replaced. With no way of determining the exact location, it was agreed that a 250mm water main would be sufficient for the area.

Public Works/Town Superintendent Reports: Attached;

- 1. Loader Tender – Clarification needed:
 - a. Tires – Only one set (winter tires)
 - b. Lease Term – 48 Months
 - c. Residual Value – Yes, include;
 - d. Warranty Required – Ask what is included and how much for extra;Ensure all three suppliers are made aware.

Building Applications: N/A

Correspondence:

- 1. Canada’s Circus Spectacular – Inquiring on the cost to rent the arena on June 3 for two shows. Agreed the cost would remain the same as last year at \$1200.00;
- 2. Tract Consulting – Offering their services to complete a funding application to identify land for investment and future growth. Not at this time;
- 3. MAA – Update on the agency, FYI;
- 4. Crown Lands – Informing that two residential building lots have been approved for G and F Investments on Magistrates Hill Road;
- 5. Ditching/Brush Cutting – Review of letter seeking funding for ditching and brush cutting. Agreed to submit as reviewed;
- 6. Christmas Supper/Party – Check availability at the Southern Port Hotel for a Friday or Saturday in December;
- 7. Equipment Operator – Letter to be sent informing employee that he must report to work when on doctor ordered light duties;
- 8. MNL – Informing of proposed changes to the Municipalities Act;
- 9. Dept. of Municipal Affairs – Informing of the Department of Education’s Child Care Demand Portal. Forward email to the CYN and post on the Town’s Facebook page;
- 10. NAIA – Informing of in-person engagement session taking place on the Regional Assessments of Offshore Wind Development in NL. Mayor Blake and Councillor Stewart will be attending;
- 11. Heritage Foundation – Plaques received regarding the Municipal Designation of the Old Church of England Cemetery. Minister Durdle to be invited to the next meeting to be presented with a plaque.

Connaigre Bay Lookout:

Motion #23-058:D. Stewart/ L. Abbott

Resolved that the Town will designate Connaigre Bay Lookout, located on Route 360, as Municipal Heritage Land and the designation to include the landscape feature known locally as Connaigre Bay Lookout, in accordance with the Statement of Significance for the property.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

12. Cancer Support Group – Informing that the Walk of Hope will be held on June 15, 2024;
13. Hospitality NL – Annual Conference and Tradeshow, February 20-22, 2024. The Town will not be attending;
14. Potential Developer – Informing that they are in the process of gathering information and will hopefully have a plan to submit to the Town by the end of the year;
15. MNL – Informing that the Symposium and Conference will be held in Gander in 2024 on May 2-4. Also informing a bulk texting service, TxtSquad that they have partnered with. More details will follow on this;
16. Exploits Engineering:
 - a. Little Bay Place – Informing that the cost of the project, based on design for Little Bay Place as discussed on site, is above the budgeted amount. To reduce the cost, agreed to not pave a “bubble” at the end of the cul-de-sac but to just end the street “square” and create a asphalt swale on one side of the street to divert water to Bay d’Leau Drive instead on installing curb and gutter;
 - b. Combining Projects – Suggesting if both projects were combined for the construction phase, as they are with Engineering, that a better price may be obtained. Expolits will check with the Department to see if this is possible. If allowed, the Town agrees to take this route;
17. Gas Tax Loan – Received the final payment from the Department that will pay off the balance of the loan;
18. Pentecostal Assemblies of NL – Acknowledging receipt of the Town’s letter regarding the cemetery;

Economic Development Officer Report:

- Strategic Development Plan – EDO to set up a meeting with council to discuss;
- New Cottage Application – Hold off until discussed at the next HBIC meeting;
- Vacant Cottage – Re-advertise;

Finance Committee Report:

- Minutes of Budget meeting on October 30, 2023;
 - Elliott’s Premises – Discussed of issuing an Expression of Interest for anyone who may be interested in taking over the operations of the Elliott Premises. Idea to be brought to the Elliott’s Committee for feedback;
 - Local Fish buying Businesses – There are currently three of these businesses operating in Town;

Motion #23-059: D. Stewart/C. Whittle

Resolved that all three local fish buying businesses (Quin Sea Fisheries, 54417 Newfoundland and Labrador Inc and MOWI Canada East) be charged the same business tax of \$12,000.00.

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

- Garbage Collection Contract - Current contract expires in February 2024. Contract specifications to be provided at the next meeting for review;

Motion #23-060: R. Drake /D. Stewart

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

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

- Next budget meeting scheduled for November 9th @ 6:00pm;

Liaison Reports:

1. Public Relations:
 - Mayor Blake, Councillor Stewart and the Superintendent participated in the trunk or treat on October 31, 2023;
2. Elliott Premises:
 - Meeting scheduled for Thursday, November 9th;
 - Pins to be removed from the floating docks as per previous years;
3. Sunny Cottage: n/a
4. Recreation:
 - Bingo Equipment – Not yet installed;
 - The entrance to the ball fields to be made small to prevent skidoos from entering;
 - Council to arrange a meeting with the Recreation;
5. Arena:
 - Fees for general skating/stick days will remain at \$3.00 and skate sharpening will remain at \$5.00 for this season;
 - The light over the ice surface has been replaced;
 - The ice is ready, no issue encountered to date;
6. HBIC:
 - Meeting scheduled for November 8, 2023 has to be postponed due to other commitments;
7. Aquaculture:
 - No update on meeting with MOWI;
8. Occupational Health & Safety:
 - Traffic Control, November 15 – George, Ted and William;
 - Confined Space – December 12 & 13 – George. Register the Superintendent for this course as well;
9. Beautification Committee: n/a
10. Fire Dept:
 - Garage door opener has been repaired;
 - Recognition gifts have been ordered. Agreed to remove the word “service” from the gifts;
11. Health Care:
 - Mayor Blake provided an update on meeting of October 30;
 - Doctor coverage for November looks positive, no update for December;
 - Discussion on the lack of public knowledge about the Family Care Team/Patient Connect services. Agreed to ask at the next meeting if the Town can advertise this on our Facebook page;

Other: n/a

Motion for adjournment by Councillor Drake & seconded by Councillor Abbott. Adjournment at 9:03 pm.

Lloyd Blake – Mayor

Tanya Rogers – Clerk/Manager