

Tuesday, July 18, 2023
Town Office – 6:00 p.m.

Attendance: Lloyd Blake Neil Bond Roy Drake
Loretta Abbott (6:20) Don Stewart Fabian Manning (6:15)

Also Attending: Chantell Cribb Ed Keeping

Absent: Colby Whittle
Tanya Rogers

Special guest was unable to attend the meeting.

Mayor Blake called the meeting to order at 6:00 pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #23-102: N. Bond/D. Stewart

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 June 27, 2023:

Errors/Omissions: N/A

Motion #23-103:D. Stewart/R. Drake

Resolved that the Minutes of June 27, 2023 be adopted as presented, as circulated.

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

Special Meetings of July 10, 2023:

Errors/Omissions: N/A

Motion #23-104: R. Drake/L. Blake

Resolved that the Minutes of Special Meetings on July 10, 2023 be adopted as presented, as circulated.

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

Business Arising: Minutes of June 27, 2023:

1. Transportation and Infrastructure– Results of Consultant Fee request reviewed. Bidding information and approval letter will be received soon. Department informed that they are currently short staffed and apologizes for the delay;
2. Walk of Hope – Team name will be, “HB STRONG”. T-Shirts will be ordered for all team members;
3. Lift Station Control Panel– Drawings approved from Meridian Engineering. Meridian Engineering provided a quote of \$2800.00 to issue the tender for the installation of the control panel;

Motion #23-105: R. Drake/D. Stewart

Resolved that Meridian Engineering continue with the tender installation at an extra cost of \$2800.00.

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

4. Splash Pad Bank Account – Paperwork has been signed and sent back to CIBC;
5. Minister Osborne’s Office – A second follow up email was sent to Minister Osbourne’s office requesting dates for a meeting. No response to date;
6. Tax Sales –All outstanding taxes were paid in full for 8 Jersey Avenue. Tax sale will not be necessary;
7. Lighthouse Painting- Deputy Mayor Drake will follow up with Paint Shop Representative;

July 18, 2023

8. 61 South Side Drive – Boat owners to be contacted to determine the intentions they may have for their boats;
9. Slope Stability – Councillors would like a study on the land after the Forest fire on the North Side. Letter sent to MHA Elvis Loveless. No response to date. Follow up email to be sent to Minister Loveless;
10. Proposed Developer – No response to date on invitation to attend meeting to discuss proposal;
11. Quarry Permits – Applications have been drafted. Town Superintendent to review before submitting;
12. Equipment Operator – Current operator off on sick leave. Laid off operator called back to work. The Town received one application for the part time temporary equipment operator position;
13. Bay d’Leau Paving – Waiting on quote from Meridian to proceed with application, no response to date. Follow up email to be sent to Meridian Engineering requesting update;

Public Works/Town Superintendent Reports: Attached;

Building Applications: N/A

Correspondence:

1. Councillor Stewart – Requesting new chairs for the boardroom. Obtain quotes;
2. 65 South Side Drive- – Pothole in front of their residence needs to be replaced. Town Superintendent to look into;
3. Byron Smith – Audit Report reviewed. Auditor questioned ownership of the COBWM GIC Funds. Council agreed to transfer the \$35,098.00 from Coast of Bays Waste Management Committee GIC into the Town general account;

Motion #23-106: R. Drake/F. Manning

Resolved to transfer \$35,098.00 from the COBWM GIC into the Town’s general account.

In Favour:6

Abstained: 0

Opposed: 0

Motion Carried.

4. RV Park Inspection– Inspection of the RV Park received from Service NL, satisfactory;
5. 22 Road Knob – Resident was having issues with neighbors sewer running onto his property. Issues have been resolved;
6. CEEP Applications- Application being accepted. Deadline of July 28. Propose workers to create a green space/day park in the area of the Harbour Breton sign for future splash pad;
7. 5 Jensen’s Lane – Resident inquired about pothole in front of his residence. Town superintendent will look into it as time permits;
8. Municipalities NL – Mayor Blake and Councillor Stewart will attend the Conference on October 25-28 in St. John’s. Registration and hotels have been booked. Attendees to be voting delegates;

Motion #23-107: N. Bond/F. Manning

Resolved that Mayor Blake and Councillor Stewart to be voting delegates during MNL Conference in St. John’s October 25-28, 2023.

In Favour:6

Abstained: 0

Opposed: 0

Motion Carried.

9. Municipal Affairs – Circular, Increase to operating grants to be released in Fall 2023;
10. Daycare Inspection – Tiles need to be replaced in the kitchen. Deadline for completion is September 30, 2023. Town workers will replace tiles as time permits;

July 18, 2023

11. Accessibility Grant (Town Office Entrance) – Post Tender for Labor Only. Contact ACE to have the doors installed. Check with EDO to confirm closing date for the final report to see if there is any flexibility for an extension;
12. JCP (Boardwalk/Gun Hill) – 5 resumes have been submitted for the laborer positions. Participants selected to be contacted. Start date of July 24, 2023;
13. Laborers – Town Superintendant suggested keeping the two laborers on to assist the JCP workers for an additional 3 weeks;

Motion #23-108: N. Bond/L. Abbott

Resolved to have the two laborers continue working for an additional 3 weeks to assist the JCP workers with upgrades to the Boardwalk and Gun Hill.

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

14. Dept. of Children, Seniors and Social Development – Informing that the Town has to develop an Accessibility Plan by December 31, 2023;
15. Spencer’s Brook Road - RCMP Recommends placing speed bumps on Spencer’s Brook Road. Town Superintendant checked the garage and there isn’t any extras at the moment. Quotes to be obtained to purchase new speed bumps;
16. 9A keepings Point – Resident requesting to have sods replaced; 200 Square Feet of sods to be delivered to resident when available;

Economic Development Officer Report:

- Town recommends Splash Pad be located across from the Town Hall where the Harbour Breton sign is located. Plans in place to develop this land into a “Splash Pad Day Park:”

Motion #23-109: N. Bond/D. Stewart

Resolved that Splash Pad Day Park be developed across from the Town Hall where the Harbour Breton sign is located.

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

Finance Committee Report:

- Accounts payable in the amount of \$38,659.13 approved to be paid;

Motion #23-110: R. Drake/F. Manning

Resolved to pay accounts payable in the amount of \$38,659.13.

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

- Check with CIBC to see what they have to offer for Commercial Saving accounts;
- Finance Meeting to be scheduled for next week to review budget expenses to date;

Liaison Reports:

1. Public Relations:
 - Mayor Blake, Deputy Mayor Drake and Councillor Stewart attended the Canada Day Ceremony at the Lion’s Club;
2. Elliott Premises:
 - Parking issues seems to have been resolved at the Elliott Premises by designating some parking spaces for the daycare Staff. Town Superintendant will order a sign to have placed in the area;

July 18, 2023

3. Sunny Cottage:

- Waiting on local contractor to do some minor outside repairs;

4. Recreation:

- Bingo Issue – Recreation Members would like to postpone meeting with the Town until the Fall;
- Bingo equipment upgrades – Equipment has been received. Jordan Tibbo will install as time permits;
- No recent complaints regarding the fitness centre such as, gym equipment being left out have been brought to the Town Office. Signage has been placed in the gym and Town Superintendant does random checks of the facility;

5. Arena:

- Application submitted to Active NL to offset the cost of replacing two treadmills;
- Agreed to transfer \$10,000.00 to the Emergency Fund GIC ;

Motion #23-111: R. Drake/F. Manning

Resolved to transfer \$10,000.00 to Emergency Fund GIC.

In Favour:6

Abstained: 0

Opposed: 0

Motion Carried.

6. HBIC:

- EDO in the process of completing an Application for Affordable Housing. Councillors to look at the potential location late this week;
- Meeting to be scheduled in the Fall to discuss moving forward with the HBIC;
- Town will store the HBIC Lawn Mower and have shared use, if no objections from the HBIC;

7. Aquaculture:

- NAIA Conference, still waiting for the website to be fixed to be able to purchase extra tickets for events;

8. Occupational Health & Safety:

- Safety meeting scheduled for August 24, 2023;

9. Beautification Committee:

- Committee will be selling tickets again this year on 12 weeks of bingo cards. Tickets to be prepared;

10. Fire Dept:

- No need to install a No Parking Sign as the Fire Dept have recently installed one on the garage doors;

11. Health Care:

- No recent phone calls with Central Health;
- Letter was sent to Central Health requesting a sign be placed at the entrance which can let residents know when the emergency room is open or closed. No response to date;

Other: N/A

Motion for adjournment by Councillor Bond & seconded by Councillor Stewart. Adjournment at 8:45PM.

Lloyd Blake – Mayor

Chantell Cribb – Administrative Assistant