

**Tuesday, November 23, 2021
Town Office – 6:30 p.m.**

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

Also Attending: Tanya Rogers

Absent: Roy Drake (left the meeting at 7:00pm)

Resident of 18 Jersey Avenue that requested to attend the meeting was unable to attend.

Deputy Mayor Drake discussed the Capital Works Application and update on the new fire truck and left the meeting at 7:00pm.

Mayor Blake called the meeting to order at 7:00 p.m. & asked if there were any additions to the Agenda, as presented and circulated.

Motion #21-092: Don Stewart/Fabian Manning

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 #21-093: Neil Bond/Colby Whittle

Resolved that the Minutes of November 9, 2021 be adopted as presented, as circulated.

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

Business Arising: Minutes of November 9, 2021:

1. Canada Drive Sub-division: Plans prepared by Tom Kendall are being used, although the proposed location of the road may need to be moved upward;
2. Capital Works (Roy Drake): Discussed four possible projects that can be applied for. Councillor Manning will work on estimates. Application needs to be submitted as soon as possible;
3. 113B Main Road North: Deadline has passed; no expressions of interest have been submitted. Move item to outstanding list on Public Works Report;
4. Meeting with MOWI: Notes on meeting to be provided for next meeting ;
5. Town Superintendent Position: Selection committee recommends Mr. Reggie Snook for the position. If Mr. Snook does not accept the position, it will be offered to the next ranked applicant and so on down the line. Start date to be determined based upon availability of the successful candidate. Once accepted, letter to be sent to other interviewed candidates. Mayor and Town Manager to meet with Mr. Snook;

Motion #21-094: Don Stewart/Loretta Abbott

Resolved that the position of Town Superintendent be offered to Mr. Reggie Snook. If not accepted, it will be offered to the next ranked applicant and so on down the line.

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

6. Meeting with Minister Loveless: Discussed the funding that may be available for ditching. Consider the ditching behind the trailer court. Councillor Drake to follow up with Minister;
7. Meeting with MP Clifford Small: MP Small asked to have a copy of the notes from the meeting. Will send along once the other information he requested is gathered;

8. CEEP: Applicants were reviewed and participants selected. Agreed to use the Town's administration money toward wages so that an additional participant can be hired. Three in total to be hired;
9. NL Hydro: Building Committee looked at the area on Church Hill Road where the additional hydro pole is required. There are no issues with putting the pole in the proposed location;
10. Old Fire Truck: FES advised that when the Town receives the new truck and are ready to dispose of the old truck, it must be returned to FES to be allocated to another community;
11. Christmas Supper: Scheduled for December 22. Agreed to invite former Town Clerk, Administrative Assistant and Superintendent;
12. Rodent Control: Agreed to add the bin wall down harbour to the bi-weekly rodent control list. Ad to be placed on facebook informing residents in the area;

Public Works/Town Superintendent Report: (Attached);

Building Applications: n/a

CORRESPONDENCE:

1. Dynamic Construction: inquiring on the Town's need for winter sand. Determine how much we currently have and tender what is needed;
2. CYN: Invitation to Annual AGM on December 7th. Unable to attend due to council meeting being scheduled for the same evening;
3. Municipal Affairs: Informing that the Councillor Orientation training is available virtually for anyone that would like to attend. The training may also be able to be offered in person over two evenings in the new year;
4. PMA: Introducing their organization and pointing out the importance of training for administration staff;
5. Air Ambulance Committee: Copy of correspondence sent to Government Officials regarding the status of the Air Ambulance System in the Province;
6. Municipal Affairs: Results of Audit completed in August 2021. Only discrepancy noted was the lack of disclosure statements;
7. FES (Roy Drake): Update on status of new fire truck and procedure for taking ownership. Vehicle arrived in Grand Falls-Windsor on November 23rd; the pre-delivery inspection will take place on November 24th. The vehicle must be registered, insured and paid for before pick up. Since the garage is not ready, there is no rush to get the vehicle. Agreed to hold on to the old truck for a few months to ensure everything is running smoothly on the new truck;

Motion #21-095: Don Stewart/Fabian Manning

Resolved to transfer \$100,000.00 from the Town's GIC for the Town's Portion (and HST) of the new fire truck;

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

8. TRIO Group Insurance: Informing of rate and premium changes as of January 1, 2022;
9. MAA: Update on the Agencies activities;
10. Public Consultation on Drinking Water Safety Action Plan: Forward link for the survey to Mayor Blake to complete;
11. Update on employee off due to COVID-19: Employees 14 day isolation period ends on November 25th and employee will be returning to work on Monday, November 29th;
12. HBIC: Asking who from the council will be accompanying the HBIC at the Down Home Show in April. Councillor Abbott and Bond are interested. Ask Deputy Mayor if he is interested as well;
13. Resident of 28 Road Know: Expressing concern with the parking area near his home. Resident to be asked to provide a survey of his residence;

14. Come Home Year Funding: Grant available for projects such as marketing and promotion, cleanup/beautification activities etc. Agreed to apply for the funding to purchase promotional material such as banners/t-shirts/flags;
15. Fire Services Division: Informing that the Town's application for firefighting equipment (SCBA's) has not been approved;
16. Resident of 100 Bay d'Leau Drive: Expressing concern with the selection process for interviews for the Town Superintendent position. Inform resident that the committee received numerous applications and are not at liberty to discuss another applicants qualifications;
17. Resident of 5 Harbour Drive: Requesting permission to cut wood "between the hills". Inform resident that the Towns only permits cutting of blow downs within the Town limits;

Economic Development Officer Report: n/a

Finance Committee Report:

Motion #21-096: Fabian Manning/Colby Whittle

Resolved that the Finance Committee report dated November 10, 2021 be adopted, as read, as circulated.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

Liaison Reports:

1. Public Relations:

Mayor Blake provided an update on the Councillor Orientation session he attended on November 18th. He felt the session was very informative and encouraged other councillors to attend the session if possible. Some items from the session that were discussed include:

- Snow clearing regulations;
- Policy for water stops/maintenance;
- Policy for meetings;
- Poll Tax;
- Recommends seeking the best interest rates when applying for loans;

2. Elliott Premises:

- Committee agreed to contribute to the roof repairs, should the funding not be approved. Agreed to contribute 50% of the project cost up to a maximum of \$10,000.00;

3. Sunny Cottage: n/a

4. Recreation/Arena:

- Bingo employees requesting to go back to selling bingo cards at the arena. Agreed to resume selling at the arena on December 19th. Thank you card to be sent to the businesses that sold the cards for us;

5. HBIC: n/a

6. Occupational Health & Safety: n/a

7. Beautification Committee: n/a

8. Fire Dept: n/a

Other:

- Christmas tree needs to be put up outside the Town Office for December 1st;
- Verify if the Officers and Directors liability insurance is still in place;

- Discussed cutting a skidoo/quad trail on the opposite side of Beaver Pond. A sub-committee consisting of Councilors Manning, Bond and Whittle will meet to discuss further;

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- Credit Card for the Town Office: Agree to apply for a credit card for the Town Office for booking hotels/ordering supplies etc. Town Manager to shop around for the best rates;

Motion #21-097: Fabian Manning/Don Stewart

Resolved that the Town would apply for a credit card for the Town Office.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

Motion for adjournment by Councillor Bond & seconded by Councillor Whittle.
Adjournment at 9:30p.m.

Lloyd Blake – Mayor

Tanya Rogers – Town Manager