

Tuesday, December 12, 2023
Town Office – 6:30 p.m.

Attendance: Lloyd Blake Roy Drake Neil Bond
Loretta Abbott Don Stewart Colby Whittle
Fabian Manning (6:40)

Also Attending: Tanya Rogers

Absent: Ed Keeping

Mayor Blake called the meeting to order at 6:32pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #23-171: N. Bond/L. Abbott

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

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

Special Meetings of November 20 and November 25, 2023: Review of notes of Special meetings;

Meeting of November 21, 2023: Minutes were not available, will be provided at the next meeting;

Business Arising: Minutes of November 21, 2023:

- a) Control Panel Installation – No update at this time. Superintendent to inform Contractor that the invoice is to be submitted to the Town in 2023;
- b) Minister Osborne – Meeting cancelled until further notice;
- c) Slope Stability (Down Harbour Area/ Canada Drive Mudslide) – Canada Drive mudslide has been cleaned up by the contractor. Meeting to be arranged with Minister Loveless in the new year to discuss the Slope Stability Study funding requested;
- d) CIBC (COBWM GIC) – Signature still required on the Notice of Directors. Deputy Mayor Drake will get the form signed. Notice of Directors will be filed once the Annual Returns have been processed and the Organization is in good standing with the Registry of Companies;
- e) Accessibility Plan – The Department of Children, Seniors and Social Development is unable to grant an extension on the Accessibility Plan. JW Consulting to be asked to complete the plan in the new year based on the quote previously provided. Ensure travel is included in the quote;
- f) Gas Tax (Beaver Pond Road) – Application has been approved and funds received. Agreed to transfer the funds to a GIC until the project can be completed;
- g) Front Entrance Renovations – Front Entrance renovations are still underway;
- h) Ditching/Brush Cutting Funding Request – No response to date;
- i) Christmas Supper - Reminder that the Christmas supper is December 16, 2023 at 6:00pm;
- j) Walk of Hope – Hold off until the New Year on fundraising ideas;
- k) Santa Claus Parade – Parade went ahead on December 3rd;
- l) Back Arm Trail – Additional work not complete;

Public Works/Town Superintendent Reports: Attached

1. Recent Water Break (Bay d'Leau) – Discussion on the recent water break/outage and the issues involved. The following items need to be looked into:
 - a. All valves/stops need to be plotted on a map and placed in the boardroom;
 - b. Determine who knows how to use the line detector and arrange training;

2. Current Break (Main Road North) – Given the location and required road closure, a plan has to be put in place (regarding ambulance/fire trucks/ etc.) before repairs can begin.

Building Applications:

1. 125 Main Road North – Application to construct residential extension (26' x 28') onto existing garage/shed. *Recommends Approval;*

Correspondence:

1. Elliott Premises Committee – Requesting that council address the parking issues at the Elliott Premises by charging a fee of \$50/day. Agreed to leave as is for the winter. Letter to be sent to property owners in the spring (once the items are removed) informing that the fee will be charged if the items are returned to the location;
2. Elliott Premises Committee – Informing that the Committee is in favour of tendering the building to another operator. Agreed to issue the expression of interest as discussed. This will not likely happen for the 2024 season;
3. Dept of Transportation & Infrastructure – Reminder regarding Status Reports submitted through MSIS;
4. MNL – Invitation to attend virtual conversation on Memorial University can better serve Municipalities on December 7, 2023. Date has passed at this point;
5. Emergency Services Division – Call for applications for 2024 Wildfire Community Preparedness Day awards. Not at this time;
6. VOCM – Holiday advertising opportunity. Not at this time;
7. FCM – Informing that Board members met with Federal MP's in Ottawa to discuss the urgent need for substantial investment to support housing development;
8. Forestry and Wildlife Branch – Copy of Miawpukek First Nation Forest Management Agreement Map as requested. Seek confirmation that the Agreement would be for forestry/timber rights only and that it will have no impact on cabin owners, hunting, fishing, and recreation use in the area;
9. Exploits Chamber of Commerce – Advertising opportunity on Desk Pad Calendars. Not at this time;
10. Municipal Affairs – Inquiry regarding call received from 21 Sagona Place regarding water runoff on property. MA was told that some work (ditching/berms) has been done in the area and the issue was thought to have been resolved. Councillor Manning will look at the area tomorrow to determine what can be done;
11. Liquor License (Arena) – Discussion on whether the Arena can apply for a liquor license for the hospitality room. Deputy Mayor Drake will take to the leagues to see if they are interested;
12. CYN Tender (Ditching & Step) – Two Tenders received as follows:
 - a. Drakes Auto - \$1380.00 hst included
 - b. Dynamic Construction - \$1380.00 hst includedCheck with the Department on what to do in the situation of equal bids.
13. Loader Tender – Two tenders were submitted. Agreed to hold off until the new year to determine if proceeding;
14. CEEP Project – Due to the projects scope of work and the limited applicants that applied, along with the time of year, discussion on whether to proceed with the project.

Motion #23-172: N. Bond/R. Drake

Resolved that the Town will not proceed with the 2023/2024 CEEP project.

In Favour: 6 Abstained: 0 Opposed: 1 (Blake) Motion Carried.

15. Department of Transportation – Informing that the deadline for the Climate-Resilient Coastal Communities funding is December 13, 2023;
16. Exploits Search and Rescue – Requesting donation toward the purchase of a new 2024 Ford F550.

Motion #23-173: N. Bond/R. Drake

Resolved that the Town will donate \$500 to the Exploits Search and Rescue toward the purchase of a new 2024 Ford F550.

In Favour: 7 Abstained: 0 Opposed: 0 Motion Carried.

17. Department of Environment and Climate Change – Informing that the Town Superintendent, Ed Keeping, successfully passed the Wastewater Collection Level 1 certification exam;
18. L.O.L. Lodge – Requesting a donation for their annual sweepstakes fundraiser. Agreed to donate a bingo card certificate;
19. Department of Health and Community Services – Inquiring if the Town would be interested in being a distribution site for Naloxone kits. Ask Public Health if they are currently doing this;
20. Little Bay and Bay d’Leau Projects – Engineering on the projects has commenced and invoices have been issued and paid. The Town is approved for a loan for their portion. Agreed to wait until the tender for the construction is awarded before taking out the loan;
21. Scavenging at the Dump – Dump attendant had a confrontation with a resident scavenging at the dump. Agreed to send a letter to the residents informing that scavenging is not permitted;
22. Town Superintendent – Probationary period ended at the end of November;

Motion #23-173: R. Drake/N. Bond

Resolved that the Town will offer Mr. Ed Keeping the Town Superintendent position on a fulltime basis.

In Favour: 7 Abstained: 0 Opposed: 0 Motion Carried.

23. Harbour Breton Lions Club – Requesting a donation for their Walk of Hope Fundraiser. Agreed to donate a bingo card certificate;
24. Equipment Operator – Doctors note for December 10-15th, 2023;
25. 88 & 86 Main Road North – No movement on the Clean up of the properties. Tender to be issued for the clean up to determine potential cost involved;

Economic Development Officer Report:

- Vacant Cottage – Deadline has passed, one potential candidate interested;
- Downhome Expo – May 3-5, 2024. Agreed that the Town would book a space for a corner booth. EDO and Mayor Blake will attend;
- Explore Travel Guide – Advertising opportunity. Agreed to proceed;

Motion #23-174: R. Drake/C. Whittle

Resolved that the Town will place the one page ad in the Travel Guide at a cost of \$1250.00 plus hst..

In Favour: 7 Abstained: 0 Opposed: 0 Motion Carried.

- Splashpad – Further discussion regarding ordering the equipment as well as the installation date. Agreed that if the Committee has not raised enough funds to have the equipment installed in 2024, installation would be delayed to 2025;

Motion #23-175: R. Drake/L. Abbott

Resolved to rescind motion #23-167 and replace with the following:

Resolved to order the splash pad equipment with funds raised to date to get a date for installation in 2024. If funds are not available to install in 2024, installation will be delayed to 2025.

In Favour:7

Opposed:0

Abstained:0

Carried.

Finance Committee Report:

- Expression of Interest – Proceed with the Expression with limited details to see what interest there is;
- Garbage Collection Contract – Tender to be issued as soon as possible with a January 19, 2024 deadline;
- 2024 Budget – Add to be placed on Facebook stating that the 2024 budget is complete and that there were no increase to the mil rate or water/sewer rates;
- Accounts Payable – Review of Accounts Payable;

Motion #23-176: C. Whittle/N. Bond

Resolved to pay accounts payable in the amount of \$49,798.33.

In Favour:7

Opposed:0

Abstained:0

Carried.

Liaison Reports:

1. Public Relations:
 - Mayor Blake and Councillors Stewart and Whittle attended a conference call with the Barry Group on December 11, 2023 (notes provided);
 - Mayor Blake and Deputy Mayor Drake attended the Fire Fighters Christmas Supper on November 25, 2023;
 - Mayor Blake and Deputy Mayor Drake attended the Tree Lighting on December 10, 2023;
2. Elliott Premises:
 - Christmas party has been postponed to January 6, 2024;
3. Sunny Cottage: n/a
4. Recreation:
 - Bingo Equipment – Not yet installed;
 - Meeting with recreation to be postponed to the new year;
5. Arena:
 - Some light fixtures need to be replaced, hold off for now;
 - Funds needed to pay outstanding invoices. Agreed to transfer \$20,000.00 of the 2024 budgeted amount;
6. HBIC: n/a
7. Aquaculture:
 - No update on meeting with MOWI;
8. Occupational Health & Safety:
 - Confined Space – December 12 & 13 (George and Ed) had to cancel due to illness;

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9. Beautification Committee:

- Ticket draw will be taking place on December 17, 2023;
- Councillor Stewart thanks the other councillors for their donations;

10. Fire Dept:

- As a result of having no means of communicating with other Departments responding on a recent scene, the Department is considering syncing radios with other Departments;
- Ad to be placed on Facebook and a thank you letter to be sent to the Massey Drive Fire department for their recent donation;
- Requesting to renovate the boardroom at the Fire Hall. Any money spent will be considered as part of the budgeted amount;

11. Health Care:

- Councillor Abbott attended the last Municipalities call on December 11, 2023. There would only be one day of diversion between then and December 23, 2023.

Other:

Motion for adjournment by Councillor Bond & seconded by Councillor Stewart. Adjournment at 9:40 pm.

Lloyd Blake – Mayor

Tanya Rogers – Clerk/Manager