

**Tuesday, March 15, 2022
Town Office – 6:30 p.m.**

<u>Attendance:</u>	Lloyd Blake	Roy Drake	Colby Whittle
	Neil Bond	Donald Stewart	Loretta Abbott
<u>Also Attending:</u>	Tanya Rogers	Jody Soper	Marie Bungay
<u>Absent:</u>	Fabian Manning		

Special Guest: CYN Executive Director, Marie Bungay

Mayor Blake welcomed Mrs. Bungay to the meeting. Mrs. Bungay gave a presentation to council on the programs, services, activities and events offered at the Community Youth Network. She also talked about other new initiatives that are in progress:

- Seeking Funding to hold a Mental Health First Aid course;
- Funding received under the Youth Employment and Skills Strategy;
- Seeking funding to operate an Employment Service Centre from the CYN.

Mayor Blake thanked Mrs. Bungay for attending the meeting and acknowledged the CYN's involvement in the fundraiser for the Griffin Family.

~Mrs. Bungay left the meeting at 7:20pm~

Mayor Blake called the meeting to order 7:20 p.m. He then asked if there were any additions to the Agenda, as presented and circulated.

Motion #22- 033: N. Bond/C. Whittle

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 #22-034: D. Stewart/L. Abbott

Resolved that the Minutes of March 1, 2022 be adopted as presented, as circulated.

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

Business Arising: Minutes of March 1, 2022:

- a.) Capital Works: Deputy Mayor Drake and the Town Manager discussed the cost sharing situation for the Causeway Bridge and Canada Drive applications with MHA/Minister Loveless. Minister Loveless to review the situation and get back to the Town;
- b.) Coast Guard: Keep on Agenda;
- c.) Collection Policy: Sample policy provided for review and adoption;
Motion #22-035: D. Stewart/C. Whittle
Resolved that the Collection Policy be approved as presented;
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.
- d.) Rules of Procedure for the Conduct of Meetings: Sample policy provided for review and adoption. Four items noted to be changed;
Motion #22-036: D. Stewart/R. Drake
Resolved that the Rules of Procedure for the Conduct of Meetings be approved as presented, with the noted changes;
In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.

- e.) Resident of 18 Jersey Avenue: Resident attended last meeting regarding constructing a shed at 13 Sagona Place. Deferred to tonight's meeting. Resident would be willing to sign an agreement stating he would not store various items (such as lobster pots) on the property.
Agreed to stand by the previous ruling (Motion #21-085) rejecting the application, based on the regulations in the Town's Municipal Plan.
- f.) Landscape NL: Based on the criteria involved, the Beautification Committee has decided not to register for the Communities In Bloom Competition;
- g.) MMSB: Update from Town Superintendent on Spotlight Series session attended. Discussion during the session centered around general information on recycling programs offered by MMSB;
- h.) Health Canada's Air Quality Program: Update from Town Super on session attended. This session was more suited for larger communities although some information on Air Quality at Arenas was relevant;
- i.) Employee Isolation due to COVID: Impacts of Announcement on March 14. If employees must stay home due to COVID-19. They are permitted to use sick/vacation days in advance if necessary;
- j.) EDO Contract: Update from Mayor Blake on conversation with the Chairperson of the HBIC. The contract developed and submitted by the HBIC was presented for review. Items adjusted in this EDO contract (compared to the previous) are as follows:
 - Salary increase;
 - Contract start and end date to be August 16 – December 31, 2022;
 - List of duties to be included with the Contract;
 - Employee will be granted "flex time" for time spent at meetings, conferences, etc;
 - Vacation time to be 3 weeks in the first year and 4 weeks in all subsequent years;

Motion #22-037: R. Drake/D. Stewart

Resolved that the Economic Development Officer's contract be approved ;

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

Public Works/Town Superintendent Report: Public Works report Attached;

Building Applications:

- 1. 30 A Canada Drive: Application to operate a Drinking Establishment. Deadline for comments/objections was Tuesday, March 15 at 12:00 noon. One comment was received.

Motion #22-038: D. Stewart/L. Abbott

Resolved that permission be granted to operate a drinking establishment at 30A Canada Drive, subject to Services NL approval;

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

CORRESPONDENCE:

- 1. Jackman's Home Centre: Inquiring if the Town will be installing the steel roofing at the Craft Shop this year as they are in the process of developing their construction schedule.

Motion #22-039: D. Stewart/R. Drake

Resolved to proceed with booking the carpenters to install the steel roofing at the Elliott Premises Craft Shop.

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

- 2. Canadian Heritage: Funding of \$400 approved for Canada Day Celebration;
- 3. St. Joseph's Grade 4 Class: Letter expressing their concern with the damaged story boards around Town. Inform the class that the Town will be replacing the damaged boards as soon as possible;

4. Dept of Environment: Information regarding the Dam Break Inundation that was completed for the Connaigre Pond Dam;

5. BioMax: Cost comparison provided by BioMax on leasing vs. purchasing the two flow meters was presented for review;

Motion #22-040: R. Drake/N. Bond

Resolved to continue leasing the two flow meters, as in the past.

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

6. Green Crab Project: Inquiry from the Department of Fisheries, Forestry and Agriculture asking if the Town would still be interested in being a partner on the Green Crab Project now that a new applicant has been identified. The Town's involvement would be based around Education and Outreach. The Town is interested in partnering on the project but a more detailed description is required;

Motion #22-041: R. Drake/N. Bond

Resolved that the Town will be a partner on the Green Crab Project in an Education and Outreach capacity. The amount of the Town's involvement to be determined once a detailed description is received.

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

7. Chief Misel Joe: Invitation to attend the Grand Opening of the Exploits River Motel and Restaurant. Councillor Stewart may be able to attend;

8. Canadian Transplant Association: Proclamation recognizing April 24-30 as national Organ and Tissue Donor Awareness Week;

9. Municipal Assessment Agency: Online training Modules for municipal staff and elected officials. Town Manager will complete;

10. MNL: Central call on March 17 at 7:00pm to discuss the Joint Working Group and Recommendations on Regionalization report. Email out link to councillors;

Economic Development Officer Report: n/a

Finance Committee Report:

- Accounts Payable: Review of invoices under \$500 that have been paid;

Motion #22-042: R. Drake/N. Bond

Resolved to pay accounts payable in the amount of \$26,107.48.

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

Liaison Reports:

1. Public Relations:

- Deputy Mayor Drake signed proclamation for word Lymphedema Day;
- Councillor Stewart attended the Strategic Planning session at the CYN;

2. Elliott Premises: n/a

3. Sunny Cottage: n/a

4. Recreation/Arena:

- One of the Antennas blew off the arena during the last storm. As a result, the radio for the TV bingo is not working and bingo had to be cancelled last Sunday. Deputy Mayor Drake will speak with Hydro about re-installing it;
- The fundraiser held at the Arena for the Griffin Family was very successful. The Town donated the arena free of charge;

5. HBIC: n/a
6. Aquaculture: n/a
7. Occupational Health & Safety:
 - Prime Audit – One of four requirements was not met because the OH&S Statement and Return-to-Work Policy was not signed and dated in 2018. Prime refund for 2018 of \$1109 has been rescinded.
8. Beautification Committee: n/a
9. Fire Dept:
 - 6 New members have joined the Department;
 - The parts for the new Fire Truck have not arrived yet;
 - No longer need the SOG's reviewed and adopted as nothing will be changing in the current ones;
 - Update provided by Deputy Mayor Drake on the residential fire last week;
 - Ad to be placed on facebook recognizing retired Fire Fighter.

Other:

1. RV Park
 - Discussed possibly taking reservations at the park, needs to be looked into further;
 - Expression of Interest to advertised for persons interested in operating the RV Park (at no charge) for the 2022 season;
2. Facebook Page:
 - Deputy Mayor Drake to be added as an Administrator on the Town's page;
3. Ad to be placed on Facebook for Education Week;
4. Letter to be sent to Central Health, MHA Loveless and Minister Haggie inquiring as to the status of the Dentists return to Harbour Breton.
5. JCP Applications – An application has been submitted for a Come Home Year Coordinator. An additional application to be submitted for a "Beautification Project" to stain, paint, repair various locations in town in preparation for Come Home Year.

Motion for adjournment by Councillor Bond & seconded by Councillor Whittle. Adjournment at 10:00 pm.

Lloyd Blake – Mayor

Tanya Rogers – Town Manager