

Wednesday, April 16, 2024
Town Office – 6:30 pm

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

Also Attending: Tanya Rogers Ed Keeping

Absent: Roy Drake

Mayor Blake called the meeting to order at 6:35pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #24-041: D. Stewart/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.

Meeting of April 2, 2024:

Errors/Omissions: n/a

Motion #24-042: N. Bond/C. Whittle

Resolved that the Minutes of April 2, 2024 be adopted as presented, as circulated.

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

Business Arising: Minutes of April 2, 2024:

- a) CIBC (COBWM GIC) – Notice of Directors filed, not yet updated on CADO;
- b) Accessibility Plan – Letters sent to the two residents suggested. One declined and one agreed but cannot make evening meetings due to work schedule. Agreed to proceed with the names submitted as well as council members. The next step is a public consultation hosted by the consultant;
- c) Board Room Renovations – Proceed after the accessibility plan has been completed;
- d) Walk of Hope – Two designs and quote (\$62.52 plus tax) provided by Fast Signs. Agreed to go with the one with the Town logo on the bottom;
- e) Town Suite Software(Cloud) – Boom IT representative had further conversations with TownSuite and is recommending proceeding with the Server for file sharing but not for Town Suite as it is not compatible. Boom IT will back up the TownSuite Data/Maps in the mean time so that the information is not lost. The Town can hold off on TownSuite Cloud until a later date. Agreed;
- f) Elliott Premises Tender – After reaching out to various Government Departments, the CYN Coordinator has confirmed there is no conflict with the Daycare should the remainder of the building be rented. Still waiting to hear back from the insurance company. Clerk to email the lease agreement to Council to be reviewed;

Motion #24-043: D. Stewart/L. Abbott

Resolved that the Town will lease the Elliott Premises (Café, Craft Store and Theatre) to Judy Langdon for \$1500.00/month plus business tax of \$1000/year and \$668/year for water and sewer. A damage deposit of \$1500.00 will also be required.

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

- g) Bay d’Leau Paving Application – Quotes to be obtained when asphalt is available;
- h) The Barry Group – Current Tax Agreement expires February 19, 2025. Reach out to the Barry Group in May to begin negotiations. Letter to be sent to the Barry Group advising that negotiations should take place before the Town begins its 2025 budget;
- i) CIBC Savings Account – Account is in place, transfer \$100.00 to cover bank charges;

April 16, 2024

- j) De-Escalation Training – Completed on April 8th, 2024;
- k) Volunteer Appreciation Week – Video to be recorded on Wednesday;
- l) Quarry Permits – Councillor Manning is in Town until May 5th and will assist with the applications;
- m) Annual Capital Repair & Expenditure Survey – Status quo;
- n) 7-9 Elliott Drive – No response on letter sent;
- o) Transportation Program Funding – The Manager of Site Operations at the Connaigre Peninsula Health Centre has agreed that the Hospital Bus can continue to be used for the Transportation Program for Harbour Breton and only for a limited number of days per week. Agreed to proceed with the application for funding;
- p) Town Office Sign- Received and Installed. Agreed to replace the faded sign in the flower box with a sign of the new Town Logo;
- q) Tidy Towns Sign – Electronic versions of the Heritage Site plaques received from Heritage NL. There are 17 in total which may be too much for one sign. Discussed listing the sites and number on a map. In this case, plaques would have to be erected at each site. Prices to be obtained on producing the 17 signs and materials to have them installed at the sites;
- r) Letter to Premier – Letter to be sent regarding the road from the Bay d’Espoir highway to Swift Current;
- s) TakeCHARGE of Your Town - Application submitted for \$11,272.00 plus tax as it was the only quote received at the time. Another quote was received after being submitted. Additional quote was provided to remove the existing lights over the bleachers.

Public Works/Town Superintendent Reports:

- 1. Equipment Operator – Physiotherapist’s Report provided extending leave. No indication provided as to a return to work date. Group Insurance has continued through the time off. Agreed that the Town will split the cost (as per normal) of the insurance premium for the last 18 weeks but if the employee wishes to retain the insurance, the employee will be responsible for the full payment going forward;

Building Applications:

- 1. 12 Tibbo Crescent- Application to construct storage shed (14 x 20). Superintendent informed the resident that hydro approval must be obtained and presented to the Town before proceeding;
- 2. 51 Jersey Avenue – Application to construct storage shed (8 x 20) attached to residence. Superintendent looked at the proposed location and determined that the minimum required side yard of 1.6m will not be achieved. Application not approved;
- 3. 119 Bay d’Leau Drive - Application to construct storage shed (12 x 12). Superintendent informed the resident that hydro approval must be obtained and presented to the Town before proceeding;
- 4. 9A Keepings Point – Application to relocate storage shed (10 x 12) from another property to his property. Building Committee to look at location;
- 5. 117 Main Road North – Application for storage shed (8 x 10/12) to house motorcycle in front of the residence. Building Committee to look at and clerk to determine regulations from the Municipal Plan;

Correspondence:

- 1. Municipal Affairs – Chlorine/Ammonia Handling and Response Course being offered in Grand Falls in early June. Cost is \$585.00 plus HST per participant. Agree that the Superintendent would attend;

2. Imperial Oil – Inquiring if the Town has by-laws pertaining to abandoned equipment and disposal of waste. Not that anyone is aware of;
3. Un-registered Rentals – Two residences in Town being advertised as short term/nightly rentals. Letter to be sent to the residents informing that the Town has a Policy for Airbnb’s whereby approval must be obtained from various Departments before being permitted to operate in Town. These approvals must be submitted to the Town by June 30, 2024;
4. Peer Support – Information on the First Responders Warm Line available to First Responders. Info has been forwarded to the Fire Department;
5. Canadian Public Workers Association – Notice of Spring Conference, Corner Brook, May 8th – 10th. Not at this time;
6. NAIA – Informing of the Legislative review of the Safe Food for Canadians Act. Responses being accepted from March 27 to May 27, 2024;
7. Administrative Assistant – Sample Public Notice regarding disrespecting Town Staff. Agreed to post the ad on Facebook;
8. Workplace NL – 2024 Assessment Invoice of \$1220.04 for the Government Funded Projects account for students and project workers coverage.

Motion #24- 044:N. Bond/C. Whittle

Resolved to pay the Workplace NL invoice of \$1220.04 for the Government Funded projects account.

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

9. Part-Time Labourers – Agreed to hire the same two individuals as last year. Start date to be May 6, 2024;
10. Exploits Chamber – Advertising opportunity in the 2024/25 Business Directory. Agreed to proceed with the same ad but edited with the Town’s new logo.

~~~~~ Councillor Manning left the meeting for the discussion ~~~~~

11. Exploits Engineering Consultants Ltd – One tender was submitted by Farrell’s Excavating Ltd in the amount of \$1,653,642.50 9 HST included. Exploits reviewed the tender and bid security and recommends awarding the contract to Farrell’s Excavating Ltd.

**Motion #24- 045: N. Bond/D. Stewart**

**Resolved that the Tender for Bay d’Leau Drive and Little Bay Place be awarded to Farrell’s Excavating in the amount of \$1,653,642.50 (HST included).**

**In Favour: 5                      Abstained: 0                      Opposed: 0                      Motion Carried.**

~~~~~ Councillor Manning returned to the meeting ~~~~~

12. Fisheries and Oceans Canada – Informing that the Town needs to self – assess and determine whether a DFO project review is required under the Permit to Alter a Body of Water for the Bay d’Leau Drive project. Agreed that a Project Review is not required as there is no work being undertaken that would endanger fish and fish habitat;
13. Grade 3 Class – Requesting to present the book they Developed, Eight Wonders of Harbour Breton, to the Town Council and Staff. Arrangements to be made for the Grade Three class to come to the Town Office on Thursday. Some snacks to be provided;
14. Land on Bay d’Leau Drive – Several complaints regarding the items being stored in this location. Clerk to check out who owns the land and what can be done to get the items removed;

April 16, 2024

15. Dentist Space at the Hospital – Mayor Blake was informed that the space the dentist uses at the Hospital may not be available to them for much longer;
16. 86 & 88 Main Road North – Complaints continue to come in regarding the property. Agreed to send a letter to the owners informing that a tender will be issued for the cleanup and that each owner will be charged for half the cost;
17. Arena Manager – Suggested that the Arena Manager be offered an off season labourer position with the Town. Arrange to meet with him on Thursday to discuss;

Economic Development Officer Report:

- Town Jackets – Ordered;
- New Brochures – With Elliott Premises being rented privately, agreed to remove from the brochure before ordering;
- Splash Pad Site Work – A few councillors and staff visited the CYN and determined this location is not suitable for the Splash Pad. Agreed to locate at the original location (Old Manor Site). Council to meet at the Site on Thursday to determine what area needs to be cleared. Councillor Manning (Dynamic Construction) will try to get the site cleared off/leveled over the weekend;
- Active NL Application – Quote and pictures required for the application;
- Boardwalk Steps JCP Application – Superintendent checked out the steps and will get a quote prepared for the application;
- RV Park JCP Application – Agreed to go with vinyl siding on the building and the Town Superintendent will assess the condition of the doors and windows;
- EDO and Councillor Abbott will be attending the Down Home Show in early May;

Finance Committee Report: n/a

Liaison Reports:

1. Public Relations:
2. Elliott Premises:
 - Resident had their docks tied to the Elliott's Docks, but have since been removed;
 - Fishing Gear on Docks – Letter to be sent to boat owner informing that Fishing gear/pots are not to be stored on the Floating Docks. Nothing is to be left on the docks as it could create a safety hazard, anyone caught doing so will have their berthage revoked. Signs stating same to be placed on the gates;
3. Sunny Cottage:
 - Dusk to dawn Adaptor to be installed on Flood Lights;
4. Recreation:
 - Bingo Equipment - Additional piece has been installed;
5. Arena:
 - Update on shut down and compressors from Anthony. Waiting on estimates from Cimco on refurbishing/replacing the compressors;
6. HBIC:
 - Land Inquiry – Inquiry regarding residential building lots. Developing the land near the new cottages to be discussed at the next HBIC meeting.
7. Aquaculture: n/a

8. Occupational Health & Safety: n/a
9. Beautification Committee: n/a
10. Fire Dept:
 - Inform Fire Department that, should they decide to use Facebook as well, the Town would like to see the Telethon to continue to be aired on Channel Six.
11. Health Care:
 - Mayor Blake provided an update on the Municipalities meeting on April 15th;

Other:

~~~~~ Town Superintendent Ed keeping left the meeting at 8:35 ~~~~~

1. Town Superintendent – With one of the Equipment Operators off over the winter, the Superintendent stepped in for snow clearing. Agreed to give the Superintendent a bonus for doing this.

**Motion #24- 046: D. Stewart/ N. Bond**

**Resolved that to give the Town Superintendent a \$2500.00 bonus for doing snow clearing over the winter.**

**In Favour: 6**

**Abstained: 0**

**Opposed: 0**

**Motion Carried.**

Motion for adjournment by Councillor Bond & seconded by Councillor Whittle. Adjournment at 8:42PM.

---

**Lloyd Blake - Mayor**

---

**Tanya Rogers – Clerk/Manager**