

**Regularly Scheduled Meeting
July 5, 2016
Town Office – 6:30 p.m.**

Attendance: Dan Jackman Georgina Ollerhead
Lloyd Jensen Donald Stewart

Also Attending: Palmer Strowbridge & Tanya Rogers

Absent: Roy Drake Gerald Pittman
Fabian Manning Bernice Herritt

The meeting was called to order at 6:36 p.m. by Deputy Mayor Georgina Ollerhead and asked if there were any additions to the Agenda as presented and circulated.

Motion 16-082: D. Jackman/D. Stewart

Resolved that the Agenda be adopted as presented, with 6 additional items.

In Favour: 4 Opposed: 0 Abstained 0 Carried.

Minutes of June 7, 2016 were presented for adoption by Deputy Mayor Georgina Ollerhead.

Errors/Omissions: Minutes of June 7, 2016

1. Page 1: Add "order" after meeting was called to.

Motion #16- 083: D. Jackman/D. Stewart

Resolved that the Minutes of June 7, 2016 be adopted as presented, as circulated.

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

Minutes of June 21, 2016 were presented for adoption by Deputy Mayor Georgina Ollerhead.

Motion #16- 084: D. Stewart/L. Jensen

Resolved that the Minutes of June 21, 2016 be adopted as presented, as circulated.

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

Updates on the following outstanding issues from June 7, 2106:

- Man O War Brook Application: No response regarding application and subsequent emails, another email to be sent;
- 5 Mulberry Crescent: issue with this property has been resolved; resident has not returned signed agreement. No further correspondence with resident regarding this issue until agreement has been signed and returned;
- Boat Launch: Plans are still underway;
- 46 Bay d' Leau Drive: Taxes have been paid in full;
- 9 Road Knob: Tax sale process is started;

COMMITTEE REPORTS:

Public Works/Town Superintendent: *Part of the PWC Report is attached to the Minutes.*

Applications to Build:

1. **2 Jensen's Lane:** Application for a permit to construct a storage shed (24'x34'); Recommends approval;
2. **13 Sagona Place:** Application for a permit to construct a storage shed (12'x12'); Recommends approval;
3. **22 Church Hill Rd:** Application for a permit to construct a storage shed (16'x22'); Recommends approval;
4. **Keeping's Point:** Application for a permit to construct a storage shed (12'x16'); Recommends approval, subject to the condition that the applicant agrees to remove the shed at his own expense should the land be required for future development in that area;
5. **6 Spencer's Brook Road:** Application for a permit to construct a wheelchair ramp; Recommends approval;
6. **5 Mulberry Crescent:** Application for a permit to construct a fence; Recommends approval;

Town Superintendent left the meeting at 8:15 p.m.

Finance Committee Report:

- Next meeting scheduled for Wednesday, July 13, 2016 @ 6:30pm.

CORRESPONDENCE:

1. **Exploits Engineering Consultants:** Request for approval for renovations to convert the dialysis unit;

Motion #16- 085: D. Stewart/L. Jensen

Resolved that the plans submitted by Exploits Engineering Consultants for renovations to the dialysis unit be approved.

In Favour: 4

Opposed: 0

Abstained: 0

Carried.

2. **Canadian Cancer Society:** Canada Summer Job student will be working out of the Town office from July 4-August 17;
3. **Resident on Bay d' Leau Drive:** Resident to be offered a space at the Town Garage to store drums for this business;
4. **Office of Climate Change:** Public consultation to held in Grand Falls-Windsor on July 6, 2016;
5. **BioMaxx:** Meeting held on July 4 regarding Flow meters required for the sewer outfalls;

Motion #16- 086: D. Jackman/D. Stewart

Resolved to proceed with BioMaxx for the installation and monitoring of the flow meters on the sewer outfalls as required by the Provincial Government for approximately \$10,000/year per outfall.

In Favour: 4

Opposed: 0

Abstained: 0

Carried.

6. First Response Supply: Email regarding the pads on the AED at the arena, Councillor Jackman to follow-up.

EDO:

1. Wharf Insurance: Email has been sent requesting quotes on insuring the plant wharf;
2. Wharf Damage: No response to emails sent regarding the damage to the wharf; registered letter to be sent stating that if there is no response by July 30, the town will be contacting their lawyer;
3. Docking Fees: Fee of \$2.00/meter/day to be charged for all boats/vessels docking at the plant wharf;
4. Wharf Renovations: Department of Business, Tourism, Culture and Rural Development requesting sign-off on the wharf project; Town Superintendent will sign off on the project;
5. St. Pierre Ferry: Update provided on correspondence regarding the new Ferries being acquired by St. Pierre;
6. JCP Update: Participant names have been submitted, tentative start date is July 11, 2016;
7. Summer Students: students started work on July 4, 2016.

Public Relations:

1. On June 27, 2016, Mayor, Deputy Mayor and Councillors met with CEO of Central Health regarding removal of the dialysis unit;
2. On June 28, 2016, Mayor, Deputy Mayor and Councillors attended the ACOA announcement at the Elliott Premises regarding the plant wharf and went on a tour of the Plant;
3. On July 1, 2016, Mayor, Deputy Mayor and Councillors attended the Canada Day celebration at the Lion's Club; letter to be sent to Pansy Blackmore, Tour Manager of the Sunny cottage thanking her, the students and committee for hosting the celebration;
4. Mayor and Deputy Mayor met with Town Superintendent, Clerk/Manager and inside staff to discuss contracts, all contracts have been signed and are to be reviewed in January 2017;
5. Phone call from residents suggesting that Mr. Doug Wells be recognized for his work in preserving the culture/history of Harbour Breton;
6. Deputy Mayor suggested that sympathy cards be sent from the Town for all residents who pass away;
7. Date of the Mayor March to be determined at the next meeting.

☛ Sunny Cottage Corp: No report;

☛ Beautification Committee:

- Flowers have been planted around Town;
- Dory/Planter at the Elliott Premises will be replaced.

☛ Fire Dept:

- Check to see if the tender was issued for the 2005 Chevy Uplander.

☛ Arena/Recreation:

- Summer recreation program started this week, participation is good;
- Use of the Arena by the Summer Program and the CYN cannot interfere with rentals at the arena.
- Bingo will continue to start at 7:30 pm each Sunday.
- Request from members for new equipment at the Fitness Centre; Councillor Jackman will look into;
- Advertise for volunteers to help with the dance on August 6, 2016.

☛ EPMC:

- Marina insurance is in place;
- Dockside Café opened on July 4, 2016.

☛ HBIC:

- Issue with a stove in one of the apartments is being taken care of;
- If contractor does not have landscaping done by the deadline given, seek quotes from other contractors.

☛ OH&S:

- Meeting to be scheduled next week.

Other:

1. Vacation Request: Town Superintendent request for vacation, July 18-29, Approved;
2. Detailed report to be prepared for Finance Committee outlining vacation allowed/taken, floaters allotted/taken, sick days accumulated/taken for each employee;
3. Check received from Manuel's Metal Recycling for metal collected at the dump, ad to be placed on Facebook advising residents not to burn cars at the dump. Anyone caught doing so will be charged;
4. Premiers Forum: Four Candidates were selected form list provided to attend.

Motion #16- 087: D. Jackman/D. Stewart

Resolved that the following candidates were selected to represent the Central Region at the 2016 Premier's Forum on Local Government: Councillor Brenda Dicks, Springdale,

Mayor Roy Drake, Harbour Breton, Mayor Robert Hobbs, Bishop's Falls, Councillor James Snow, Lewisport.

In Favour: 4

Opposed: 0

Abstained: 0

Carried.

5. Damage to Fire Hydrant: The Hydrant belongs to the Harbour Authority;
6. Resident on 49 Main Road North: Inquiring about problem with his sewer; inform him that this will be looked at during the next phase of the Main Road North upgrades;
7. Hospital Pond Boardwalk: students to remove a section of this boardwalk.

With no further business, the meeting adjourned at 9:20p.m. Motion for adjournment by Councillor D. Jackman and seconded by Councillor G. Ollerhead.

Georgina Ollerhead
Deputy Mayor

Tanya Rogers
E.D.O. & CFO