

**Regular Meeting
June 3, 2014
Town Office – 6:30 p.m.**

Attendance: Mayor Roy Drake Deputy-Mayor Georgina Ollerhead
Gerald Pittman Donald Stewart Lloyd Jensen
Fabian Manning Dan Jackman

Also Attending: Bernice Herritt, Clerk-Manager
Palmer Strowbridge, Town Superintendent
Tanya Rogers, E.D.O

The meeting was called to order at 6:40 p.m. and the Minutes of May 20, 2014 were presented for adoption by Mayor Drake. With no errors and/or omissions, the Minutes were adopted as read, as circulated.

Errors/Omissions: Minutes of May 20, 2014:

Motion #14-078:F.Manning/G. Pittman

Resolved that the Minutes of May 20, 2014 be adopted as presented, as circulated.

In Favour: 7

Opposed: 0

Motion Carried.

O/Standing Items – Minutes of May 20, 2014:

1. Resident on 30A South Side Drive: Request to construct a driveway to property approved, subject to the condition that in the event of any water/sand runoff, resident to be fully responsible to correct;
2. Vacant property on Bay d' Leau Drive: Discussion whether to put land back to original state prior to the alterations made by the Town or some type of compensation. Agreed to wait until the owner of the property has the land re-surveyed;
3. Property on 1 Stewart's Lane: The process of Section 137 of the Municipalities Act has been started. The next step will commence in July;

COMMITTEE REPORTS:

Public Works:

1. The PWC Report is attached to the Minutes;
Town Superintendent, Palmer Strowbridge left the meeting at 9:20 p.m.

Building Committee Report:

Applications to Build:

1. Business on 200 Canada Drive: Application for a permit to construct a storage shed (40'x40'); Recommends approval, subject to the written approval of Service NL and any other applicable department;

2. Resident on 15 Elliott Drive: Application for a permit for an extension to residential property (8'x12'). Recommends approval;
3. Resident on 67 Canada Drive: Request for pre-approval to construct a storage shed. Recommends approval subject to completion of application & the PWC's review;
4. Resident on 23 Spencer's Brook Road: Pre-approval was previously given to construct an extension to wharf in an area on Grole Lane, subject to the completion of the application & signing agreement;

Motion #14-079: G. Ollerhead/D. Stewart

Resolved that the Public Works Committee Report and the Bldg. Committee Report be adopted as presented;

In Favour: 7

Opposed: 0

Motion Carried.

Finance Committee Report:

CORRESPONDENCE REPORT:

1. Part-time/Casual Employee: Request for a floating holiday;
Motion #14-080: G. Ollerhead/F. Manning
Resolved that approval be given for date requested.
In Favour: 7 **Opposed: 0** **Motion Carried.**
2. Job Opportunity: Repairs to boardwalk and other duties:
Motion #14-081: F. Manning/G. Ollerhead
Resolved that this position be offered to Randy Harris.
In Favour: 7 **Opposed: 0** **Motion Carried.**
3. Resident on 20 Rocky Point Road: Expressing concern with the rocks that have damaged their sewer pipe since the new inflow wharf was constructed. Agreed to forward copy of letter to Dept. of Fisheries & Aquaculture.

Councillor Manning left the Chamber at 8:05 p.m.

4. Dept. of Natural Resources (Mineral Lands Division): Referral letter for a quarry permit in the area of Barachoix (3.8km South of Doughball Point) for Dynamic Construction:

Motion #14-082: R. Drake/G. Ollerhead

Resolved that permission be granted to Dynamic Construction for a quarry permit as per the above location.

In Favour: 7

Opposed: 0

Motion Carried.

5. Price Quotes for the Down Harbour Parking Lot:

- Dynamic Construction: \$13,240.49, taxes included.
- Hr. Breton Bldg. Supplies Ltd. 23,617.00, taxes included.

Motion #14-083: D. Stewart/D. Jackman

Resolved to accept the lowest tender in the amount of \$13,240.49 from Dynamic Construction for the construction of the Down Harbour Parking Lot. Work to commence on or before July 15, 2014 and to be completed on or before August 31, 2014.

In Favour: 7 Opposed: 0 Motion Carried.

Councillor Manning returned to the Chambers at 8:15 p.m.

6. Basic Emergency Management Training Session: Two day training to be held in Grand Falls/Windsor on June 10-11, 2014. Approval for Mayor and the Town Superintendent to attend;

7. Fire Protection – Barachoix Area: Discussion as to whether or not the Town will provide fire protection service to cabins in this area;

Motion #14-084: G. Ollerhead/D. Jackman

Resolved that the Town would provide fire protection services to the cabins in the Barachoix area at no cost to the owners.

In Favour: 7 Opposed: 0 Motion Carried.

Letter to be forwarded to the Fire Dept. advising of this decision.

**Councillor G. Pittman & Deputy-Mayor G. Ollerhead
left the Chambers at 8:35 p.m.**

8. Selection Committee for the Elliott Premises Coordinator: Councillors D. Jackman & F. Manning to sit on this Committee to assist with the selection of the individual for this position;

9. Selection Committee for the Student Supervisor: Councillors Don Stewart & Fabian Manning, E.D.O. and Town Superintendent to sit on this Committee to assist with the selection;

**Councillor G. Pittman & Deputy-Mayor G. Ollerhead
Returned to the Chambers at 8:45 p.m.**

10. CYN: Requesting financial support towards the Camp Connect & the T-Ball Program.

Motion #14-085: D. Jackman/F. Manning

Resolved that the Recreation Commission will donate the amount of \$1,000 towards the cost of the above noted programs.

In Favour: 7 Opposed: 0 Motion Carried.

10. FBEDA: Requesting support for the Roll On, Roll Off ferry service from Bay L' Argent. Recommends to forward a letter of support and attach a copy of the Preliminary Study that was completed in 1996;
11. Resident on 214 Canada Drive: Requesting that a guide rail be installed in the front of their property and they in turn, would remove the concrete wall that is currently there. PWC to review prior to next meeting;
12. Emergency Preparedness Plan: Requesting that the Mayor sign the EPP due to it not being signed previously & in order to make it a legal document;

Motion #14-086: G. Ollerhead/F. Manning
Resolved that the Town's Emergency Preparedness Plan be approved in principle, subject to the approval of the Fire & Emergency Services NL . The Mayor and Chairperson be permitted to sign the Town's Emergency Preparedness Plan.
In Favour: 7 Opposed: 0 Motion Carried.

13. **Motion #14-087: D. Stewart/G. Ollerhead**
Resolved that the Town would adopt the revisions for the Emergency Preparedness Plan as proposed by the Regional EMP Officer by deleting the available resources/equipment for the RCMP and the Connaigre Peninsula Health Center.
In Favour: 7 Opposed: 0 Motion Carried.

LIASIONS:

Public Relations: (Deputy-Mayor G. Ollerhead);

1. The Walk of Hope was a huge success with over \$60,000 realized. A letter of congratulations to be sent to the Committee;
2. Attended a Proclamation Signing for the Building Blocks Quality Child Care Centre;
3. Mayor's March to be held during the week of June 9-15, 2014;
4. A letter of congratulations to be sent to the Graduating Class of 2014;
5. A letter of congratulations to be sent to local hockey player on being chosen for the QMJHL & also on the town's fb page;
6. Suggests to meet with Executive Director of the CYN in the fall;

Fire Dept: Next meeting scheduled for July 4, 2014;

Elliott Management Committee: No report;

Beautification Committee: No report;

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Sunny Cottage Corporation:

1. Steps to the Cottage need a few repairs;

Hr. Breton Investment Corp: No report;

Arena Board/Recreation:

1. New format for the Bingo to be starting in a couple of weeks;
2. Bringing back the name of the annual festival to 'Tradition By The Sea';

Other Business:

1. Recommends 'no' further correspondence be added to the Agenda once files are prepared on the Friday prior to Tuesdays meeting. Advise the public by placing ad on fb page;
2. Recommends to change the format of the meeting;
3. Summer schedule of meetings: (July 8, August 5, & Sept. 9);

With no further business, the meeting adjourned at 9:45 p.m. Motion by Councillor G. Ollerhead & seconded by Councillor G. Pittman.

Roy Drake Mayor

**Bernice Herritt
Clerk/Manager**