

**Regularly Scheduled Meeting
October 21, 2014
Town Office – 6:30 p.m.**

Attendance: Mayor Roy Drake
Deputy-Mayor Georgina Ollerhead
Donald Stewart
Fabian Manning

Absent: Lloyd Jensen
Dan Jackman
Gerald Pittman

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

The meeting was called to order by Mayor Drake at 6:35 p.m.

Prior to the adoption of the Agenda, Councillor Donald Stewart asked that two items be included for discussion. Duly noted.

Motion #14-124: D. Stewart/G. Ollerhead

Resolved that the new format for the Agenda be adopted, as presented, as circulated.

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

Motion #14-125:D. Stewart/G. Ollerhead

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

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

Errors/Omissions: Minutes of October 14, 2014:

Motion #14-126:F. Manning/D. Stewart

Resolved that the Minutes of October 14, 2014 be adopted as presented, as circulated.

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

Business Arising – Minutes of October 14, 2014:

1. Ownership of Spencer's Brook Road;

Motion #14-127: R. Drake/D. Stewart

Resolved that a letter be written to the developer of Spencer's Brook Road informing that Council is willing to take over ownership of this road on an as is, where is basis in order to continue with maintenance.

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

COMMITTEE REPORTS:

Public Works/Town Superintendent:

Part of this report is attached to the Minutes;

1. Two price quotes received for the installation of a driver control rear differential for the freightliner from Western Star & Smithy's;

Motion #14-128:D. Stewart/F. Manning

Resolved to proceed with the installation of the driver control rear differential from Western Star as per price quoted.

In Favour: 4

Opposed: 0

Abstained: 0

Carried.

2. Discussion on whether or not purchases made by the Town Super are shared equally amongst the local businesses and if prices are checked for cost. The Town Super assured Council that every effort is being made to share purchases;

Applications to Build:

1. Resident on 82 South Side Drive: Application for a permit to construct a storage shed (25'x40'). Applicant changed the size of shed to (24'x 36'). Application approved;

The Town Superintendent left the meeting at 7:05 p.m.

CORRESPONDENCE:

1. BizPal: Free online service that provides the general public with the Town's permit and license information to help start a business;
2. Fire Dept.: Request for a donation for their annual firefighters ball;
3. Lions Club: Invitation for Mayor to attend their annual Charter Night on Nov. 29th;

Finance Committee Report:

1. Next scheduled meeting is October 27, 2014;
2. Consideration for changing Finance Committee members;
3. Invoice discrepancy to be deferred;

Public Relations:

1. December 5th – Christmas Social;
2. December 8th – Tree Lighting Ceremony (letter to schools, Brownies, etc to participate);

EPMC: No report;

Fire Dept: No report;

Arena/Recreation:

1. Defibrillator: Concerns expressed in relation to the defibrillator's location at the Connaigre Arena. Heart & Stroke has confirmed that the location is ok, however, staff be asked to check with the manufacturer as to the ideal location;
2. Staff scheduling and hours were discussed;
3. Payroll for Arena staff to be completed at Town Office by full-time staff;

4. Agreed to continue with the monthly Boiler Machinery repair contract;
5. Elevator cost to be checked out;

Guest: Mr. Doug Caines, Northern Harvest attended the meeting from 7:30 pm – 8:30 pm.
Discussion on the lack of communication and movement on the plant/wharf renovations from BGI. Plus the lack of communications between BGI and Northern Harvest;

Sunny Cottage Corp: No report;
Beautification Committee: No report.
HBIC: No report;
OH&S: No report;

Addition to Agenda:

1. Discussion on the following:
 - all councillors to be notified when regularly scheduled meetings are cancelled;
 - absence from non scheduled meetings should not apply when determining eligibility for remuneration;The above items deferred to the next regularly scheduled meeting on November 3, 2014;

With no further business, the meeting adjourned at 9:20 p.m. Motion for adjournment by Mayor Roy Drake & seconded by Deputy-Mayor Georgina Ollerhead.

Roy Drake
Mayor

Bernice Herritt
Clerk/Manager