

**Regularly Scheduled Meeting  
November 18, 2014  
Town Office – 6:30 p.m.**

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

**Absent:** 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 Roy Drake at 6:35 p.m.

Prior to the adoption of the Agenda, it was asked that four additional items be included. Dutly noted for discussion;

**Motion #14-140:G. Ollerhead/F. Manning**

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

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

**Errors/Omissions: Minutes of November 4, 2014:** No Errors/Omissions.

**Motion #14-141:D. Jackman/F. Manning**

**Resolved that the Minutes of November 4, 2014 be adopted as presented, as circulated.**

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

**Business Arising – Minutes of November 4, 2014:**

- **BGI & CEEP Funding for displaced plant workers:**  
Discussion on how to proceed since no further development has occurred since June with reference to the plant wharf renovations & the agreement review. Mayor Drake agreed to make contact with BGI and update at the meeting scheduled for November 25<sup>th</sup>;
- **CEEP Funding:** Project for displaced plant workers will start work on Wednesday, November 19, 2014;
- **WHSCC:** One employee still off on Worker's Comp & another off on Sick Leave;
- **Property on 40 South Side Drive:** The process of the public auction for this property has been started;
- **Incident between Mayor & Resident on Bay d' Leau Drive:** Report on a dialogue that Mayor & Town Super had with resident regarding a ditching issue on Connaigre Road area;
- **Defibrillator Location:** Letter to be sent out to PHN as discussed;

**COMMITTEE REPORTS:**

**Public Works/Town Superintendent:**

Part of the Public Works Report is attached to the Minutes;

**Applications to Build:** No applications;

*The Town Superintendent left the meeting at 7:45 p.m.*

**Finance Committee Report:**

- Finance/Budget meeting scheduled for Tuesday, November 25<sup>th</sup> at 6:30 p.m.

**CORRESPONDENCE:**

- Maxxam Company: Certificate of analysis of the soil sample testing on Mulberry Crescent. Recommends to copy resident on 2 Mulberry Crescent;
- Municipal Plan Review: Three proposals received for the Plan Review as discussed;  
**Motion #14-142:R. Drake/D. Jackman**  
**Resolved to accept the proposal from Baird Panning Associates for the Municipal Plan review in the amount of \$35,007.00. The Gas Tax Funds to be used for this purpose.**  
**In Favour: 6                      Opposed: 0                      Abstained: 0                      Carried.**

**Public Relations:**

- Fire Fighter's Gift Package completed;
- Bonfire Night was a success;
- Remembrance Day was organized extremely well;
- Santa Clause Parade – December 7<sup>th</sup>;
- Lions Club Charter Night – November 29<sup>th</sup>;

**EPMC:** No report;

**Arena/Recreation:**

- New equipment purchased for the Fitness Center. Promotional ads to be prepared;
- Deputy-Mayor Georgina, Councillor D. Jackman & Clerk to meet with Arena staff employee on Mon., November 24<sup>th</sup> at 2:00 p.m.

**Sunny Cottage Corp:** No report;

**Beautification Committee:** No report;

**Fire Dept:**

- Discussion on the town's two employees responding to emergencies out of town. Recommends that a letter be forwarded to employees stating that the two of them are not permitted to leave their workplace at one time, but be permitted to alternate on a monthly basis only. This does not apply to in town emergencies;

HBIC: No report;

OH&S: No report;

COBRDC:

- Board Governance Structure of the RSB was discussed;
- The Waste Management Coordinator & Chairperson attended the Waste Management Regional Forum in October;
- Minister of DOTW unable to attend meeting as requested by group;
- Next meeting to convene in January 2015;

Other Items Added to Agenda:

- Regularly Scheduled Meetings:

Discussion held on the issue of '*regularly scheduled meetings*' being cancelled and the fact that some councillors are able to attend the '*regularly scheduled meeting*', but unable to attend the '*new scheduled date*'.

Suggests that if a '*regularly scheduled meeting*' is cancelled/postponed and if any councillors are unable to make the '*new rescheduled date*', it should not be counted against them for the purpose of the 'remuneration' requirement. However, if all councillors are in agreement with the '*new rescheduled date*', it is to be considered a '*regularly scheduled meeting*';

- Rent To Own Property Invoices:

Discussion held on taxes owing on properties in a '*rent to own*' circumstance. Council feels that the owners of the properties should receive the invoices since the '*rent to own*' individuals do not own the property until such a time as the legal transaction is completed;

With no further business, the meeting adjourned at 9:30 p.m. Motion for adjournment by Councillor Dan Jackman & seconded by Councillor Fabian Manning.

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**Roy Drake**  
Mayor

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**Bernice Herritt**  
Clerk/Manager