

**Regularly Scheduled Meeting  
December 15, 2014  
Town Office – 6:30 p.m.**

**Attendance:** Mayor Roy Drake  
Deputy-Mayor Georgina Ollerhead (arrived at 8:15pm)  
Fabian Manning  
Lloyd Jensen Dan Jackman  
Gerald Pittman Donald Stewart

**Absent:** Bernice Herritt, Clerk-Manager

**Also Attending:** 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 six items be added to the agenda. Duly noted for discussion;

**Motion #14-167: D. Stewart/G. Pittman**

**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 December 2, 2014**

1. Page 2, BGI Update, bullet #3: Should read “Once the ten year lease agreement expires, a new lease agreement will have to be negotiated between the Town and BGI.

**Motion #14-168: F. Manning/L. Jensen**

**Resolved that the Minutes of December 2, 2014 be adopted as presented, as circulated.**

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

**Business Arising – Minutes of December 2, 2014:**

1. Consolidation Loan – Bank has been notified and we are awaiting paperwork.
2. BGI Update – Mayor Drake was copied in an email that B. Barry sent R. Barry asking him to check on the availability of the documents from the lawyer; no response from R. Barry.

**COMMITTEE REPORTS:**

**Public Works/Town Superintendent:**

**Motion #14-169: F. Manning/L. Jensen**

**Resolved that the Town will purchase four rims from Traction and four winter tires from Drakes Auto for the 2012 Freightliner, as per price quotes received.**

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

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

**Applications to Build:** n/a

*The Town Superintendent left the meeting at 7:40pm.*

**Finance Committee Report:**

1. List of A/P was approved for payment.

**CORRESPONDENCE:**

1. Resident of 224 Canada Drive: Letter to be written informing property owner that the water line will not be dug up at this time, however, the outstanding taxes will have to be paid before the water is turned back on;
2. Service NL: Acknowledged letter thanking Clerk/Manager for her help in setting up Biz-Pal for the Town;
3. TownSuite Mapping:
  - Quotes received for consideration under Gas Tax;
  - Obtain clarification on the annual fees that will have to be paid;
  - Request a presentation of the software to council in January 2015;
4. Two Quarry Referral Letters:
  - No comments or concerns for the referral for Dynamic Construction's request for a subordinate quarry permit;
  - Respond to referral for Harbour Breton Building Supplies stating that the business is no longer in operation in the community;
5. Donation by 50+ Club: Acknowledged;
6. Gas Tax Application: All quotes for projects to be considered under Gas Tax are required by January 15, 2015.
7. Employee Resignation Letter: Resignation accepted. Unused sick days to be paid to employee, based on stipulations in the UFCW Contract and the Labour Standards Act.

**Motion #14-170: D. Stewart/D. Jackman**

**Resolved that the employee's resignation letter be accepted as submitted and the unused sick days as per Section 18:01 (E) of the Local 1252, UFCW contract be paid based on the stipulations in the contract and the Labour Standards Act.**

**In Favour: 6**

**Opposed: 0**

**Abstained: 0**

**Carried.**

Agreed that this position be advertised as a part-time/call in heavy equipment operator with the addition of Class 8 endorsement. Deadline for written applications is noon, December 22, 2014.

**Public Relations:**

- Tree Lighting went well, good turnout. Check prices on a portable microphone/speaker;
- Santa Claus parade went well, Town won 1<sup>st</sup> place, non-commercial;
- Councillors still receiving calls regarding a skidoo trail in area of Magistrate's Hill. Councillor Manning stated that he will construct a trail when time permits;
- Recommends that all employees to receive a Christmas turkey;

**EPMC:** No report;

**Arena/Recreation:**

- Part-time employee request for a new computer deferred until financials are submitted;
- Arena Manager suggested that signage regarding "general rules" is required at the arena, Advise Manager to go ahead and order the signs;

**\*\*\* Deputy Mayor G. Ollerhead arrived at 8:15pm \*\*\***

**Sunny Cottage Corp:**

- Committee is pleased that the Town is paying the hydro bill at the Cottage;
- Request to store a WWII plaque at the town office in the winter, approved;

**Beautification Committee:**

- Christmas Hamper draw is this weekend, any donations are greatly appreciated;

**Fire Dept:**

- The decision regarding Town employees responding to calls outside Town remains the same;
- Firettes requesting a key for the side door to access the basement;
- Clarification is required from the Fire Chief regarding limiting access to the Fire Department;

- Christmas party held on December 13, 2014 went well, MP Judy Foote was in attendance;

HBIC:

- Approvals for the affordable housing have not been selected yet;

OH&S: No report;

COBRDC: No report;

Other Items Added to Agenda:

1. Roads: Letter to be sent to the Minister of Transportation regarding the condition of the Bay d'Espoir Highway. Request that the Minister (or one of his officials) drive the road to actually see its condition;
2. Project Works: Workers will not be paid for time off taken over Christmas (other than statutory holidays);
3. Garbage Collection: Inform town employees collecting garbage to replace the lids on resident's garbage boxes after the garbage is removed;
4. FFAW: Request from former President for a meeting with council. Due to no new information being available and the time of year, postpone for the new year;
5. Ditching on Spencer's Brook Road: Discussed in Town Super's report;

*\*\*\* Mayor Drake left the meeting at 9:05 p.m. \*\*\**

6. Pricing at Local Garages: Both garages to be asked to provide a rate for the Town for work done at the local garage and for work done at the Town's garage.

*\*\*\* Mayor Drake returned to the meeting at 9:15 \*\*\**

With no further business, the meeting adjourned at 9:15 p.m. Motion for adjournment by Councillor F. Manning & seconded by Councillor G. Pittman .

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**Roy Drake**  
Mayor

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**Tanya Rogers**  
Economic Development Officer