

**February 13, 2018
Town Office – 6:30 p.m.**

Attendance: Georgina Ollerhead Donald Stewart Roy Drake Dan Jackman
 Bernetta Delaney Lloyd Jensen Jordan Tibbo

Absent: N/A

Also Attending: Bernice Herritt, Tanya Rogers & Palmer Strowbridge

The meeting was called to order by Mayor Ollerhead at 6:30 p.m. & then asked if there were any additions to the Agenda as presented and circulated. Additional items noted for discussion throughout the meeting.

Motion #18:018:D. Stewart/D. Jackman

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

In Favour: 7 Opposed: 0 Abstained 0 Carried.

Minutes of January 30, 2018 were then presented for adoption by Mayor Ollerhead.

Errors/Omissions – January 30, 2018: N/A

Motion #18:019:B. Delaney/R. Drake

Resolved that the Minutes of January 30, 2018 be adopted as presented, as circulated.

In Favour:7 Opposed: 0 Abstained: 0 Carried.

Business Arising: Minutes of January 30, 2018:

1. **Scott Simms:**
Mayor Ollerhead met with M.P. Scott Simms' staff in GFW regarding several issues. Mayor to continue to follow up. Meeting tentatively scheduled with M.P., Scott Simms on March 13, 2018;
2. **Resident on 16 Old Farm Road:**
Still no response from correspondence sent regarding 'camper trailer';
3. **Deed – 5A Road Knob:**
Councillor Stewart to follow up;
4. **Waiver Letters:**
To date, no response from two letters forwarded to St. Bartholomew's & Lodge;
5. **Lighthouse Area Development:**
Keep on Agenda;
6. **Affordable Housing Project:**
Motion #: 18:020:B. Delaney/J. Tibbo
Resolved that the Town of Harbour Breton would sell 1.51 ha granted land,# 98844 to the HBIC, for the sum of one dollar (\$1.00) for the development of ten(10) affordable housing units. HBIC to be responsible for all costs associated with this proposal.
In Favour: 7 Opposed: 0 Abstained:0 Carried.
7. **Non Unionized Contracts:**
Deferred to next meeting.

Public Works/Town Superintendent Report - Attached:

1. Effective immediately, when unionized employees are called out on hours outside their normal hours of work, they should be given an hour to be able to get ready. Notify Shop Steward & the Town Superintendent;

Town Superintendent left the meeting at 8:20 p.m.

Applications to Build: N/A

CORRESPONDENCE:

1. Municipal Boundary/Municipal Planning Area:
Mapping outlining the Municipal Boundary & the Planning Area Boundary. Email copy to surveyor to see if they can pick up the exact coordinates for the Town Limit Sign;
2. Occupational Health & Safety Inspections Branch:
Inspection Report outlining sixteen infractions with town's buildings.
3. Resident on 68 Bay d' Leau Drive:
Response in relation to letter sent regarding his garbage box;
4. PMA Training – Review of the Municipalities Act Workshop: To be held in Gander on February 27, 2018. Clerk/Manager will be attending;
5. Fire Dept.- Request to apply for funding for a new Pumper:
Motion#18:021: D. Jackman/D. Stewart
Resolved that the Town would apply for funding under the Fire Protection Vehicle Program for a new pumper.
In Favour: 7 Opposed: 0 Abstained:0 Carried.
6. Non-Unionized Staff Request:
Requesting to get paid or have time off for hours in completing the required First Aid Course.
Motion#18: 022:D. Jackman/D. Stewart
Resolved that this request be approved. It will be up to the individual which option she chooses.
In Favour:7 Opposed: 0 Abstained: 0 Carried.
7. Concerned Citizen:
Letter received from a 'concerned citizen' expressing concerns with one of the town's volunteer fire department member's situation with the law. An ad to be put on the town's face book page informing residents that correspondence to the Town has to be signed in order for any action to be taken;

Economic Development Officer Report:

1. St. Pierre Ferry Meeting:
Recommends to plan a trip in May to St. Pierre from Fortune;
2. Town Brochure:
Proposed 'new' brochure was reviewed. Agreed to proceed with the 'new' lay out;
3. Canada Summer Jobs:
Recreation will be responsible for 50% cost of wages for summer students;
4. Green Team Application:
Individual requesting that the Town apply for funding under the Green Team. Not at this time;

Finance Committee Report:

1. Notes on February 6, 2018 meeting were presented and reviewed;
2. Requesting that the number of hours paid out in overtime be made available for finance meetings;
3. Recommends that an invoice be sent out to the Barry Group for \$25,000, which is the minimum payable under the Payment In Lieu of Taxes Agreement;

Motion#18:023: D. Stewart/B. Delaney

Resolved that the Finance committee Report as presented & circulated be adopted.

In Favour: 7

Opposed: 0

Abstained:0

Carried.

LIAISON REPORTS:

Public Relations:

1. Signed the Violence Prevention Proclamation;
2. Reminder of the Citizen of the Year Event/Speak Out that will be held on March 10, 2017;
3. The Chase The Ace (Ambulance Fundraiser) ad to be put on town's face book;
4. A sample policy to be drafted that would cover the removal of documents from the town office by Councillors;

EPMC:

1. Report on last meeting was presented by Deputy-Mayor Delaney. Minutes are available;

Sunny Cottage Corporation: No Report;

Beautification Committee: No Report;

Arena/Recreation:

1. **Community Activities Committee:**
Six (6) names submitted for the new Committee of Council. Mayor Ollerhead, Deputy-Mayor Delaney, Councillors Tibbo & Jackman will be the town's members on this Committee. The Committee to meet first and prepare their mandate prior to meeting with the individuals;

HBIC: No Report;

Fire Department:

1. Still in process of typing the Standard Operating Procedures and the Fire Department's Operating Policy. Clerk to check with Fire Chief to find out what type of form that all firefighters had to sign;

OH&S: No report;

Other Additions:

1. **Possible Marginal Wharf Development:**
Discussion on the possible development of a marginal wharf in an area on Harbour Drive down to the recently constructed breakwater. Agreed that letters be sent to the area residents informing that the Town, in conjunction with the Harbour Authority, is trying to obtain funding for a marginal wharf and will require deeds/grants of land. Ad on town's Facebook page as well;

Other Additions (cont'd)

2. Brush Cutting on Route 360:
Concerns expressed as to why the Brush Cutting Program on Route 360 was stopped. Suggests that Council should be vocal regarding this issue. Also agreed that a letter be written to the Minister of Works, Services & Transportation regarding this matter;
3. Land on 12A Keeping's Point:
Advise the owner that if she wants to transfer the land to the town, she must put it in writing;
4. Water Usage – Fish Processing:
Agreed that a letter be written to local fish buyer informing that due to the high volume of water being used, Council is proposing to install a water meter on the main water line entering the building;

Motion for adjournment by Deputy-Mayor Delaney and seconded by Councillor Donald Stewart.
Adjournment at 9:20 p.m.

Georgina Ollerhead
Mayor

Bernice Herritt
Clerk Manager