

**Regularly Scheduled Meeting  
January 16, 2018  
Town Office – 6:30 p.m.**

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

**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 #18-001:D.Stewart/J. Tibbo**

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

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

Minutes of December 5, 2017 were then presented for adoption by Mayor Ollerhead.

**Errors/Omissions – December 5, 2017:** N/A

**Motion #18-002:B. Delaney/R. Drake**

**Resolved that the Minutes of December 5, 2017 be adopted as presented, as circulated.**

**In favour:7                              Opposed: 0                              Abstained: 0                              Carried.**

**Business Arising: Minutes of December 5, 2017:**

1. Follow up with M.P., Scott Simms regarding correspondence sent;
2. Follow up with Cecon Ltd. regarding the outstanding invoice;
3. Items left in the public parking lot in area on Lydia’s Lane have been removed;
4. Letter to be sent to resident on 16 Old Farm Road informing that the camper trailer is blocking off the stop sign in this area. Offer them the old town garage;
5. The poles used for parallel parking have been removed from the Arena’s parking lot;
6. Recommends that individuals with items stored at the old town garage property will have to sign a waiver, relieving the town of any liability;
7. Keep following up with regards to the St. Pierre meeting;
8. Discussion on the Vendors/Direct Sellers Tax.

*Councillor Jordan Tibbo left the meeting at 8:55 p.m. during the discussion on the vendor/direct sellers tax.*

**Motion#18:003: D. Jackman/B. Delaney**

**Resolved that effective immediately, the town will not be charging vendors/direct sellers (Avon, jewelry, etc.). Individuals previously billed will be adjusted and any individuals that paid will be reimbursed. Furthermore, any inquiries regarding this decision, individuals will have to put their concerns in writing to the town.**

**In Favour: 6                              Opposed: 0                              Abstained: 1                              Carried.**

*Councillor Jordan Tibbo returned to the meeting at 9:10 p.m.*

Minutes of December 13, 2017 were presented for adoption by Mayor Ollerhead.

**Motion#18:004: B. Delaney/L. Jensen**

**Resolved that the Minutes of December 13, 2017 be adopted as presented, as circulated.**

**In Favour: 7**

**Opposed: 0**

**Abstained:0**

**Carried.0**

**Public Works/Town Superintendent:**

*PWC Report is attached to the Minutes.*

*Town Superintendent left the meeting at 8:05 p.m.*

**Applications to Build: N/A**

**Economic Development Officer Report:**

**Brochure Distribution Company:**

Offering the service to distribute the town's brochure to 50 kiosks across the Province for the cost of \$695.00. Agreed to proceed. Also recommends further discussion on the need for new town logo, new economic development committee, etc. at the next meeting;

**Finance Committee Report:**

Finance Report of December 11 was presented for adoption, as circulated;

**Motion #18: 005:D. Stewart/D. Jackman**

**Resolved that the Finance Report of December 11, 2017 be adopted as read, as circulated.**

**In favour:7**

**Opposed: 0**

**Abstained:0**

**Carried.**

Finance Report of January 9, 2018 was presented for adoption, as circulated;

**Motion # 18:006: B. Delaney/L. Jensen**

**Resolved that the Finance Report of January 9, 2018 was presented for adoption, as circulated.**

**In Favour: 7**

**Opposed: 0**

**Abstained:0**

**Carried.**

**CORRESPONDENC:**

**Anglican Parish:**

Letter regarding the town acquiring land to address the issue for a fire access road and parking for King Academy. Initially, the main issue in this area was the water run-off. Deputy-Mayor to follow up with the School Board;

**BioMaxx Environmental:**

Outlining three options that the Town has with regards to the Flow Monitor/Sampling/Database Reporting.

**Motion #18:007:D. Jackman/D. Stewart**

**Resolved that the town would go with Option #1, continue with leasing, as outlined in the correspondence.**

**In Favour: 7**

**Opposed: 0**

**Abstained:0**

**Carried**

**COB Upholstery & Auto Detailing:**

Informing of the change in the operations of the business;

**Motion #18:008: B. Delaney/R. Drake**

**Resolved that the business tax rate for the COB Upholstery & Auto Detailing will be half of the annual rate.**

**In Favour: 7**

**Opposed: 0**

**Abstained: 0**

**Carried.**

**Parks Canada:**

Presenting the town with a plaque commemorating the designation of the Lighthouse under the Heritage Lighthouse Protection Act.;

**Dept. of Municipal Affairs:**

Informing of public consultations to modernize the Municipalities Act are ongoing across the Province;

**Property on 24 Main Road North:**

Informing that the Hair Salon located at this location will be reopening;

**Stewart/Mckelvey – Property on 12-14 Canada Drive:**

Informing that if the town would like to proceed with applications to Crown Land for a free Crown Grant for this property to please advise as to how to proceed. Also, the town will have to swear an affidavit regarding the intended use of the property.

**Motion #18:009:D. Stewart/J. Tibbo**

**Resolved to proceed with the two applications for a free Crown Grant and that the intended use for the property is to demolish the building and use the land as a Green Space.**

**In Favour: 7**

**Opposed: 0**

**Abstained: 0**

**Carried.**

**Dept. of Fisheries & Land Resources**

**Resident on 5 Brunette Road**

1. Application for a Crown Grant has been approved, subject to the conditions outlined in the letter;
2. Informing that they are taking steps to have a Crown Lease cancelled on property located at 40 South Side Drive, so that the town can pursue with a tax sale under the Mun. Act.;

**Application for Employment:**

Application for employment to be placed on file;

**Safe Clean Drinking Water Workshop:**

March 27-29, 208

**Motion#18:010:D. Stewart/D. Jackman**

**Resolved that the town superintendent can attend this workshop.**

**In favour: 7**

**Opposed: 0**

**Abstained: 0**

**Carried.**

**RCMP Detachment, Hr. Breton:**

Policing Report from the RCMP for the month of January 2018;

**Emergency Number:**

Number to call in case of an emergency to be added to the town's telephone system;

**Gander International Airport:**

Requesting a letter of support with their application to modernize the air terminal be sent to our MHA, and the Minister of Transportation & Works. Recommends that a letter be sent;

**Tree Canada:**

Thanking the town and the School for participating in the Greening Canada's School Grounds;

**LIAISON REPORTS:**

**Public Relations:**

Mayor Ollerhead outlined the list of public relations:

1. Flag Raising Ceremony – December 6, 2017;
2. CYN – AGM – December 6, 2017;
3. Candle Light Vigil – December 1, 2017;
4. Lodge Social – December 15, 2017;
5. Personalized Christmas greeting aired on local radio;
6. Condolences were sent to deceased Mayors of Seal Cove & Labrador City;

**EPMC:** No Report;

**Sunny Cottage Corporation:** No Report;

**Beautification Committee:** No Report;

**Arena/Recreation:**

- 25<sup>th</sup> Anniversary – Connaigre Arena:  
Connaigre Arena will be celebrating 25 years in February 2018. Recommends that a banner be purchased (*Connaigre Arena celebrates 25 years of fun & fitness*) (1993-2018), include town logo. Banner to be unveiled during the Winter Carnival;
- Winter Carnival – February 12-18, 2018;
- New name for the Recreation Commission:  
Discussion on a new name and advertise for new members to be discussed at next meeting;

**HBIC:**

- Informing that they no longer want the property that they purchased from the town through an Auction.

**Motion # 18:011: B. Delaney/D. Jackman**

**Resolved that the Town would purchase the property located at 9A Road Knob from the HBIC in the amount of \$3,500.00, taxes included.**

**In Favour: 7**

**Opposed:0**

**Abstained:0**

**Carried.**

**Fire Department:**

- Discussion on the matter of a 'code of conduct' for volunteer fire dept. members. Check with Fire & Emergency Services and what other municipalities require;

**OH&S:**

Last meeting was held on December 8, 2017;

**Other:**

1. Resident on 5A Road Knob is interested in exchanging a parcel of land with the town for access to Gun Hill and the town would have to keep the road open. Resident to be advised to put in writing as to what his intentions are and a copy of his deed will be required;
2. Joint Mayors Meeting to be held in Hermitage on January 17, 2018;

Motion for adjournment by Councillor Jordan Tibbo seconded by Councillor Dan Jackman. Adjournment at 9:20 p.m.

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Georgina Ollerhead  
Mayor

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Bernice Herritt  
Clerk Manager