

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

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

Also Attending: Tanya Rogers, Bernice Herritt & Palmer Strowbridge

The meeting was called to order by Mayor Ollerhead at 6:35 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 #18:147:D. Stewart/R. Drake

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

In Favour:7 Opposed: 0 Abstained 0 Carried.

Errors/Omissions : October 9, 2018:

Motion #18:148:D. Jackman/R. Drake

Resolved that the Minutes of October 9, 2018 be adopted as presented, as circulated.

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

Business Arising: Minutes of October 9, 2018:

1. Proposed Marginal Wharf:
Recommends that a meeting be held with area residents to further discuss this issue. Councillor Stewart agreed to take care of this on behalf of Council;
2. Property on 7-9 Elliott Drive:
Agreed to send a letter informing that the town has agreed with his proposal regarding the taxes, however, if not paid by December 31st, Council will be proceeding with Section 137 of the Municipalities Act.
3. Annual Maintenance Program – Chlorine Equipment;
Storyboard cost:
Obtain price quotes for the two above items;
4. Christmas Social: December 12th;

Motion #18:149:D. Jackman/D. Stewart

Resolved that the Minutes of October 23, 2018 at 6:30 p.m. be adopted as read.

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

Motion#18:150:J. Tibbo/B. Delaney

Resolved that the Minutes of October 23, 2018 at 7:00 p.m.be adopted as read, with the change made to Article 13:07 as discussed.

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

Public Works/Town Superintendent Report - Attached:

Building Applications: n/a

CORRESPONDENCE:

1. Resident – 214 Canada Drive:
Requesting that Council install a driveway to land owned by NL Hydro in the vicinity of his residence for the purpose of access to site for storage. Town is unable to comply with this request, since it is not the town's responsibility to install driveways on private land, however, the town can offer resident storage of items at the old town garage property free of charge;
2. Resident – 76 Main Road North:
The Agreement to demolish house at this location has been signed by owner. Inform owner to contact NL Hydro to do a permanent disconnect;
3. GMC 3500 Ford Fire Truck:
Motion#18:151: D. Jackman/D. Stewart
Resolved to offer this vehicle to the Town of Pool's Cove, free of charge, as is, where is basis. Agreed to leave the tires at the fire hall.
In Favour:7 Abstained:0 Opposed: 0 Carried.
4. Regional Service Board – Coast of Bays:
Motion #18:152:D. Jackman/G. Ollerhead
Resolved to nominate Councillor Donald Stewart for the position of director of the RSB. Nomination accepted.
In Favour:7 Abstained:0 Opposed:0 Carried.
5. Benjamin Circus:
Town has agreed to charge the Circus 30% of the door revenue, plus a \$200 base fee;
6. Photocopier:
Motion #18:153: B. Delaney/J. Tibbo
Resolved to lease a new color photocopier from Xerox at the rate of \$73.91/month, plus taxes over a period of 60 months.
In Favour:7 Abstained:0 Opposed:0 Carried.
7. 2019 Municipal Capital Works
Connaigre Arena Upgrades:
Motion #18:154: D. Jackman/R. Drake
Resolved that the Town of Harbour Breton would request an Approval to Borrow from the Canadian Imperial Bank of Commerce, the amount of \$172,000.00. The said loan to be used as the Town's portion towards the 2019 Municipal Capital Works for the Connaigre Arena Upgrades, Purchase of a Chiller & Condenser. The term of loan to be 15 years, with a 15 year amortization period.
In Favour:7 Abstained:0 Opposed:0 Carried.

- Clerk to contact the Town Of Marystown to find out how they financed the recent purchase of their new chiller & condenser. The EDO to contact ACOA to see if there are any programs available that maybe able to assist with this cost.

8. Municipal Designation

Church of England Cemetery (Newman & Company Cemetery, Harbour Breton, NL

Motion #18:155:D. Stewart/R. Drake

Resolved to designate the old Church of England Cemetery (Newman & Company Cemetery) in Harbour Breton, Fortune Bay as a Municipal Heritage Site, which is located on Rocky Point Road, on the South Side of Harbour Breton, NL in accordance with the Statement of Significance for the property.

In Favour:7

Abstained:0

Opposed:0

Carried.

9. Knights of Columbus:

Request to rent the Elliott Premises. Request Approved;

10. RFP – Prime Consultant Services for the Chlorine Booster Station:

RFP Evaluation spreadsheet has to be completed to determine who the prime consultant will be for the Chlorine Booster Station Project. Clerk, Town Super and EDO to review the information and schedule the conference call with the Dept.

11. Harbour Breton Lions Club Ambulance Service – Public Procurement Act:

Agreed that the Town would send a letter to the Minister of Health, Premier Ball, Minister Sherry Gambin Walsh, & our MHA asking for assurance that the level of ambulance services that we are now accustomed to will not be eroded or removed as a result of the Public Procurement Process;

12. Residents - 16 Church Hill Road:

Requesting permission to rent the RV Park from August 2 – 4, 2019 to hold a wedding reception.

Motion#18: 156:J. Tibbo/B. Delaney

Resolved that permission be granted for the use of the RV Park for the dates requested, subject to the condition that they would be responsible for the total cost of all sites at the current rates, stocking washroom facilities and clean up after the event.

In Favour:7

Abstained:0

Opposed:0

Carried.

13. St. Bartholomew's Church:

St. Bartholomew's Lodge:

The waivers sent to the Lodge and Church releasing the Town of any liability in the event of any damages done to Church and Lodge properties were not signed, therefore, the Town is unable to provide s/clearing. Clerk to check the file for an Agreement that was signed regarding the parking lot below the church;

14. 54417 NL Inc – Barry Group:

Update provided on the recent salmon processing facility ISA issue;

15. Dept. of Municipal Affairs & Environment:
Fire Protection Financial Assistance Grant Project to purchase 3 sets of bunker clothing in the amount of \$6,141.00 – 80/20 cost sharing. Town’s cost is \$1,113.77;

Economic Development Officer Report:

1. Town Profile:
EDO currently working on this;
2. Barchoix Area:
Clerk to check out zoning for this area;
3. Site Specific Safety Plan:
Purchase of Ice Control Materials:
Motion#18:157: G. Ollerhead/L. Jensen
Resolved to approve the Site Specific Safety Plan for the Dept. of Works, Services & Transportation.
In Favour:7 Opposed:0 Abstained:0 Carried.
4. JCP/CEEP Supervisor:
Supervisor – CEEP & JCP Projects:
Motion#18:158: B. Delaney/R. Drake
Resolved to hire an individual for a period of six(6) weeks to oversee/supervise the CEEP and the JCP Projects.
In Favour: 7 Opposed:0 Abstained:0 Carried.

Finance Committee Report:

1. Property 12-14 Canada Drive:
Motion #18:159: D. Stewart/B. Delaney
Resolved to write off the outstanding taxes on the property on 12-14 Canada Drive.
In Favour:7 Opposed:0 Abstained:0 Carried.

LIAISON REPORTS:

Public Relations:

1. Remembrance Day Ceremony:
Ceremony will be held at St. Bartholomew’s Church, Sunday, November 11th & at St. Joseph’s/King Academy on November 8th;
2. Miss Newfoundland Labrador:
Congratulations to Ms Tammy Snook on winning this Award.
3. K of C 40th Anniversary Dinner:
Mayor Ollerhead invited to attend & bring greetings;
4. BC Mission Report:
Report was prepared by Mayor Ollerhead & circulated to Council for review;

EPMC:

1. Suggests that if the liaisons are unable to attend the Elliott Premises meetings, then an alternate should be asked to attend. Mayor Ollerhead agreed to attend, if required;

Sunny Cottage Corporation:

1. Update on the Renovations Project was provided;
2. Financial Report was presented for the Season;

Beautification Committee:

1. Post Office Building:
Recommends that a letter be sent to the Post Office regarding the exterior condition of the building. Town would like to suggest that they have the exterior painted.

Arena/Recreation:

1. Fitness Center – Card Activation:
Motion #18:160: D. Jackman/D. Stewart
Resolved to purchase the Team Viewer Package monthly rate of \$49 for the activation of card access keys for the Fitness Center.
In Favour:7 Opposed:0 Abstained:0 Carried.
2. Compressor – Connaigre Arena:
The compressor required for the dehumidifier has been ordered for the Arena;
3. New Recreation Commission:
Update on the new Commission was provided by Councillor Tibbo.
Motion18: 161:B. Delaney/R. Drake
Resolved to appoint Ms Monica Snook as Chairperson of the newly formed Recreation Commission for a period of two years.
In Favour:7 Opposed:0 Abstained:0 Carried.
4. Funds – Connaigre Arena:
Motion#18:162: D. Stewart/J. Tibbo
Resolved to transfer \$15,000.00 from the Recreation’s current account to the Connaigre Arena’s Bank Account to assist with the operations.
In Favour:7 Opposed:0 Abstained:0 Carried.
5. Liquor License at the Hospitality Room – Connaigre Arena:
Motion#18:163: D. Jackman/D. Stewart
Resolved to revoke the liquor license for the Hospitality Room, Connaigre Arena.
In Favour:7 Opposed:0 Abstained:0 Carried.

6. Adventure Central:
Destination St. John's Experience Guide;
Motion#18:164: R. Drake/D. Jackman
Resolved to purchase an ad in the Destination St. John's Experience Guide at the cost of \$595.00.
In Favour:7 Opposed:0 Abstained:0 Carried.

Aquaculture:

1. Agreed to request an update from Force Marine in a couple of weeks;

Fire Department:

1. Annual Fire Inspections:
Motion#18:165: D. Stewart/B. Delaney
Resolved to grant permission to the Fire Chief and/or designate to carry out annual fire inspections within the municipality of Harbour Breton. Inspections to be completed on all commercial buildings, clubs, schools, churches, sport facilities, hospitals, etc. at no charge.
In Favour:7 Opposed:0 Abstained:0 Carried.
2. Fire Fighter Probationary Period:
Agreed to notify the individual fire fighter that since he did not meet the criteria (*6 month probationary period*), he is no longer a fire fighter with the Hr. Breton Volunteer Fire Dept;

OH&S:

1. Substance Use Policy:
Motion #18:166: D. Stewart/L. Jensen
Resolved to adopt the Substance Use Policy, to include Cannabis, which provides a safe and healthy workplace for all employees. The use of alcohol and illicit drugs during working hours is strictly prohibited. Employees who report to work under the influence of alcohol, cannabis or illicit drugs will be immediately suspended and reprimanded for his/her action.
In Favour:7 Opposed:0 Abstained:0 Carried.

Other Items: N/A

Motion for adjournment by Councillor Delaney & seconded by Councillor Tibbo. Adjournment at 10:00 p.m.

Georgina Ollerhead
Mayor

Bernice Herritt
Clerk Manager