

**September 11, 2018
Town Office – 6:00 p.m.**

Attendance: Georgina Ollerhead Bernetta Delaney
Lloyd Jensen Jordan Tibbo Donald Stewart

Absent: Roy Drake & Dan Jackman

Also Attending: Bernice Herritt, Tanya Rogers & Palmer Strowbridge

Guests: Treena Skinner & Calvin Rose

Informing of the changes that are forthcoming immediately to arenas with aging equipment across the country following the loss of 3 lives last year in Fernie, B.C. Three workers were fatally injured from exposure to ammonia at the Fernie Memorial Arena. A meeting was held in St. John's with the NL Service Inspectors regarding this issue and an inspector will be in HB on Thursday to inspect the equipment at our Arena. A sample of brine has been sent to Cimco in St. John's that will be sent to Ontario for analysis. The equipment at our arena (chiller and condenser) is 26 years old and will no longer be serviced by Cimco. There isn't much that can be done at the moment until the equipment report is back from the Inspector and the results of the analysis are received. Guests left the meeting at 6:45 p.m.

The meeting was called to order by Mayor Ollerhead at 6:45 p.m. and then asked if there were any additions to the Agenda as presented and circulated. Additional items noted for discussion throughout the meeting.

Motion #18:119:D. Stewart/J. Tibbo

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

In Favour: 5 Opposed: 0 Abstained 0 Carried.

Errors/Omissions: August 14, 2018:

Motion #18:120:B. Delaney/L. Jensen

Resolved that the Minutes of August 14, 2018 be adopted, as presented, as circulated.

In Favour: 5 Opposed: 0 Abstained: 0 Carried.

Motion#18:121:D. Stewart/B. Delaney

Resolved that the Minutes of the Special Meetings (Aug 15, & 17) be adopted, as presented, as circulated.

In Favour:5 Opposed:0 Abstained:0 Carried.

Business Arising: Minutes of August 24, 2018:

1. Property located at 40 South Side Drive: This property to be removed as soon as time permits now that the signed agreement has been received from the owner. May have to hire a dump truck;
2. High Heat Incinerator, Regional Profile, & Enviro Med Detection Services: Mayor to bring to the Joint Mayors Meeting;

3. Property at 12-14 Canada Drive:
Motion #18:122:D. Stewart/J. Tibbo
Resolved that a registered letter be sent to Southern Contracting Ltd. informing that he has two(2) weeks to have this building taken down and property cleaned up, if not, Council will be re-tendering.
In Favour:5 Opposed:0 Abstained:0 Carried.
4. Emergency Preparedness Plan: Recommends a separate meeting be held to review the Town's Emergency Preparedness Plan;
5. Intersection - Witch Hazel Hill Area: Changes to this intersection has been completed;
6. Proposed culvert – Beaver Pond Road: Proposing to install approx. 4-5 lengths of culvert on property line in this area to divert water to Beaver Pond. If fence is removed, it will be put back to its original state;
7. 61 South Side Drive: The fill in this area has been removed;
8. Form Letters – Permits: Sample letters reviewed and changes noted;
9. Fire Chief Casey: Requesting that Council consider paying the cost for two(2) firefighters to attend the upcoming Fire Services Convention. Not at this time;
10. Barry Group: Copies of correspondence regarding the availability of backup emergency response on the Connaigre Peninsula when our ambulance is outside the region;
11. 2019 Traveller's Guide: Advertising rates for the 2019 Guide. Due to high cost, Council will not be taking out an ad;
12. Enviro Med Detection Services: Cost for multi-gas detectors for the Arena, Town & Fire Dept. Town will budget in the 2019 Budget & once report received from Service NL on the equipment at the Arena, one to be ordered for the Arena;
13. Courses Updates: Forklift Course in Hermitage & Confined Spaces in HB Fish Plant;
14. Business located at 114-118 Canada Drive: Offering to remove building located at 12-14 Canada Drive for the cost of \$7,500, plus tax. If original contractor unable to remove the building, the contract to remove will be re-tendered;

Public Works/Town Superintendent Report - Attached:

Building Applications:

1. Property located at 6 Lydia's Lane: A letter to be sent to owner informing that the shed constructed has to be removed and a new application submitted for an alternate location;

CORRESPONDENCE:

1. Coast of Bays Regional Aquaculture Center:
Informing that funding from ACOA & TCII has been approved to cover costs of the BC Mission. Town will be responsible for cost of meals, incidentals and ground transportation;
2. Chairperson – Coast of Bays joint Mayors:
Requesting that Council permit Councillor Roy Drake to attend the BC Mission along with Mayor Ollerhead. Informing that flights/accommodations will be paid for. Clerk/Manager to follow up with Bill Carter;
3. Dept. Of Municipal Affairs:
 - a) Acknowledging receipt of our letter regarding ‘ban the bag’;
 - b) Acknowledging receipt of our request for funding to stabilize the ‘Landslide Area’;
 - c) Update on the Chlorine Booster Station Project;
4. NAIA Conference: Councillors Stewart & Drake will be attending;
5. Fisheries & Land Resources: Acknowledging receipt of our application for a Crown Land Title to amend town grant and severing an area for the Lions Club. Recommends an easement be allocated for the War Memorial and the Playground Entrance;
6. RNCA: Soliciting ads for their Annual Community Crime Prevention Guide. Not at this time;
7. Asphalt update: Will require an additional two(2) loads for an area on Canada Drive and the Main Road North area;
Motion #18:123: J. Tibbo/B. Delaney
Resolved to approve two (2) additional loads of asphalt for the above noted areas.
In Favour:5 **Opposed:0** **Abstained:0** **Carried.**
8. Sewer Issue – 4A Tibbo Crescent:
Motion#18:124:J. Tibbo/D. Stewart
Resolved that the town would pay the cost of the excavator hire for the sewer issue at 4A Tibbo Crescent since the blockage occurred from the property line in.
In Favour: 5 **Opposed:0** **Abstained:0** **Carried.**
9. CBCL Ltd. – Thanksgiving Rainstorm Project: The issue at 4th Cove has been rectified and it appears that CBCL Ltd. is satisfied with the results;
CBCL Ltd. – Thanksgiving Rainstorm Project: Dynamic Construction has guaranteed an additional two(2) years warranty for the asphalt installed at Man O War Brook;
10. Water usage – Business on South Side Drive: The Town Superintendent to follow up regarding this matter. A letter was sent to business owner regarding this matter in Feb. 28, 2018;

Economic Development Officer Report:

1. Agreed to apply for funding under the Kraft/Heinz Project Play for a new condenser for the Arena, construct an attachment to the Arena for a new fitness center, and possibly create a new ball field and soccer pitch;
2. JCP – Connaigre Bay Look Out: Application for funding has been approved, however, we will have to wait and see what happens with the Crown Lands Application for a License to Occupy first;
3. Recommends to apply for the Crown Lands in the area of the Lighthouse;
4. Five Year Project Research – Individuals involved with this project will be in contact with the town during the five year project;
5. Agreed to apply for funding under the Healthy Living Application to proceed with upgrades/repairs to the ball fields;

Finance Committee Report:

1. Asphalt Cost: To date, \$5,255.00 has been spent on asphalt;
2. Report dated August 14, 2018:
Motion#18:125:J. Tibbo/L. Jensen
Resolved that the Finance Report be adopted as presented and circulated.
In Favour:5 Opposed:0 Abstained:0 Carried.
3. Next Finance Committee Meeting scheduled for September 25, 2018 at 6:30 p.m., prior to the Regularly Scheduled Meeting;

LIAISON REPORTS:

Public Relations:

1. Notify the Air Ambulance Committee that Council would like to have a copy of the minutes of their meetings;

EPMC:

1. The year end financial report will be available at next meeting;
2. A list of interior renovations required at the Elliott Premises be prepared & possibly be included with the Sunny Cottage Application for funding under ACOA:

Sunny Cottage Corporation:

1. Check with ACOA to see if the Town can get another extension to the current application funding;

Beautification Committee: No Report;

Arena/Recreation:

1. Rules/Regulations for the Recreation Commission to be emailed to Councillors for review for the executive and sub committees format
2. Agreed to apply for Crown Lands behind the Arena to accommodate the extension for a fitness center and the stage. Check with Crown land for cost to purchase an acre of land;

HBIC/Poole Cove Development/Aquaculture: No report;

Fire Department: No Report;

OH&S:

1. At the last OH&S meeting held on September 5, 2018, it was noted that there will be training required for 2019.

Motion for adjournment by Councillor Tibbo and seconded by Councillor Stewart. Adjournment at 8:50 p.m.

Georgina Ollerhead
Mayor

Bernice Herritt
Clerk Manager