

**Regularly Scheduled Meeting  
October 10, 2017  
Town Office – 6:30 p.m.**

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

**Absent:**                      Bernice Herritt

**Also Attending:** Tanya Rogers and Palmer Strowbridge

Meeting called to order at 6:40pm by Mayor Ollerhead. Agenda was presented for adoption.

**Motion 17:081: D. Stewart/J. Tibbo:**

**Resolved that the Agenda be adopted as presented, as circulated, with six (6) additional items included.**

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

Minutes of September 12, 2017 were then presented for adoption by Mayor Ollerhead.

**Errors/Omissions – September 12, 2017:**

1. Page 2-Economic Development #1: should read 'member' not 'members';
2. Page 2-Motion #17-073: should read \$155,000.00 not \$155,00.00

**Motion #17-082: D. Jackman/B. Delaney**

**Resolved that the Minutes of September 12, 2017 be adopted as presented, as circulated.**

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

Minutes of October 3, 2017 were then presented for adoption by Mayor Ollerhead.

**Errors/Omissions – October 3, 2017: N/A**

**Motion #17-083: D. Jackman/R. Drake**

**Resolved that the Minutes of October 3, 2017 be adopted as presented, as circulated.**

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

**Business Arising: Minutes of September 12, 2017:**

1. Municipal Capital Works Application (Keep on Agenda): Correspondence received from the Department of Municipal Affairs and Environment informing that the Town's two applications have not been approved. The following actions to be taken regarding the two applications:
  - a. Various Roads Drainage and Asphalt: Check application to see what was submitted and follow-up with Engineer on why the Department did not have sufficient technical information;

- b. Thanksgiving Day Flood Damage Repairs-Landslide Area Remediation: Follow-up with engineer as to why the application included re-locating houses when it was not supposed to;
2. Home Based Business Application: Approved;  
**Motion #17-084: D. Jackman/R. Drake:**  
**Resolved that, having received no comments or objections, permission be granted to resident of 138 Bay d'Leau Drive to offer private music lessons from the residence.**  
**In Favour: 7                      Opposed: 0                      Abstained: 0                      Carried.**

**Public Works/Town Superintendent:**

*Part of the PWC Report is attached to the Minutes.*

**Applications to Build:**

1. Resident – 98 Bay d'Leau Drive: Storage shed (12' x 14'). Approved;
2. Resident – 16 Church Hill Road: Storage shed (12' x 16'). Approved;
3. Business – 100-102 Canada Drive: Relocate storage Shed. Approved;

**Motion #17-085: D. Stewart/D. Jackman**

**Resolved that the Public Works/Town Superintendent report be adopted.**  
**In Favour: 7                      Opposed: 0                      Abstained: 0                      Carried.**

**Economic Development Officer Report:**

1. Update on proposed recycling facility: Due to unfavorable feedback from MMSB regarding funding for a facility, determine what Department this would fall under and suggested contacting the Minister of that Department;

**Finance Committee Report:**

1. Financial Report presented on the Town's GICs, loans, accounts payable and account balances;
2. Next finance meetings to be: October 17, November 14 and December 12 @ 6:30pm;

**CORRESPONDENCE REPORT:**

1. Municipal Assessment Agency: Call for nominations for the position of Central Director; no one interested in being considered at this time;
2. Request for subordinate quarry permit: Approved. All subordinate quarry permits to be looked at again in the new year (Keep on Agenda);  
**Motion #17-086: D. Jackman/J. Tibbo**  
**Resolved that Southern Contracting be granted a Subordinate Quarry Permit under the Town's Quarry Permit.**  
**In Favour: 7                      Opposed: 0                      Abstained: 0                      Carried.**

3. Application for Employment: Application to be kept on file;
  4. CYN: Youth Employment Information Outreach Coordinator seeking space to carry out presentations; permission granted to use the Arena hospitality room free of charge;
  5. Municipal Budget Training:  
**Motion #17-087: D. Jackman/J. Tibbo**  
**Resolved that the Town Clerk/Manager and Economic Development Officer be given permission to attend the Municipal Budget Training in Grand Falls-Windsor on October 18, 2017.**  
**In Favour: 7                      Opposed: 0                      Abstained: 0                      Carried.**
  6. TRIO Benefits: Informing that in order for Long Term Benefits (LTB) to be non-taxable to the member, the member must pay 100% of the LTB premiums. Agreed that 100% of the LTD premium be attributed to the employee (First Option);
  7. Service NL Water Analysis Repost: FYI, results satisfactory;
  8. MNL AGM: November 2-4, 2017. Mayor and Deputy Mayor may be able to attend; will confirm at the next meeting;
  9. Coast of Bays Regional Aquaculture Centre: Open House on October 18, 2017 @ 2:00pm. Mayor Ollerhead will attend;
- **Public Relations:**
- Town's Christmas Social to be held at the Southern Port Hotel on December 2, 2017. Check availability;
  - Mayor Ollerhead and Councillor Drake attended the Regional Government Consultation on September 21, 2017;
  - Sexual Violence Awareness Week proclamation was signed on September 8, 2017;
  - Fire Department Christmas Social will be held on November 25, 2017;
- **EPMC:**
- Update provided on the past season of operations;
  - Determine the complete cost of a floating dock for the next meeting;
- **Sunny Cottage Corp:**
- Update provided on the past season of operations;
  - Update provided on the progress of the restoration work;
- **Beautification Committee:**
- Unveiling ceremony for the Hospital Workers Monument was well attended and went great; names are still being received and will be added at a later date;
  - Committee will be selling memorial tulips and holding a ticket draw in the coming weeks;

- **Arena/Recreation:**
  - Proposed schedule for the upcoming season submitted by arena workers. Defer to a later time;
  - Rental rates to remain unchanged this season;
  - Agreed that the arena will not be rented out for weddings;
  - The Energy Efficiency assessment/upgrade is still in progress;
  - Due to recent issues with the bingo equipment, will consider upgrading;
  - CYN/HBTV workers can only have access to the bingo room when an arena worker is present;
  
- **HBIC:**
  - Councillor Stewart is Chairperson of the committee but suggested that another Councillor would be welcome to sit on the committee as well;
  
- **Fire Department:** No Report;
  
- **OH&S:** No Report;

**Other:**

1. Items that will need to be looked at in the near future:
  - Emergency Preparedness Plan needs to be updated;
  - Everyone has to complete the ICS-100 before the ICS-200 can be offered;
  - Garbage Collection Contract will be up in February 2018;
  
2. **Corporal Ashley Levy:** Met with Mayor Ollerhead to discuss various issues. Requesting to attend the next council meeting. Inform her to attend on October 24, 2017 at 6:30pm;
  
3. **Chairperson of the Ambulance Committee:** Requesting to attend a meeting to discuss land ownership. Inform Chairperson that the Town is willing to transfer ownership of the land to the Lions Club under the following conditions:
  - The Lions Club will incur the cost of the survey and transfer;
  - The Town has the Right of First Refusal on the land in the event the Lions Club decide they no longer need/want it.Chairperson is invited to attend the meeting on November 7, 2017, if further discussion is required.
  
4. **Bridge in the Down Harbour area:**  
**Motion #17-088: D. Stewart/D. Jackman:**  
**Resolved that the Town would hire a local carpenter to construct the bridge.**  
**In Favour: 7      Opposed: 0      Abstained: 0      Carried.**
  
5. **Town's Strategic Plan:** The latest plan developed is now obsolete. Consider holding public consultations and working on a new plan over the winter;

6. Property on 12-14 Canada Drive: Update provided;
7. Land Transfer with 96-98 Canada: Lawyers are working on it.

With no further business, the meeting adjourned at 9:30 p.m. Motion for adjournment by Deputy Mayor Bernetta Delaney and seconded by Councillor Jordan Tibbo.

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Georgina Ollerhead  
Mayor

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Tanya Rogers  
E.D.O.