

Tuesday, July 30, 2024
Town Office – 6:30 pm

Attendance: Lloyd Blake Roy Drake Loretta Abbott
Don Stewart (6:38) Colby Whittle Neil Bond

Also Attending: Tanya Rogers Ed Keeping

Absent: Fabian Manning

Mayor Blake called the meeting to order at 6:34 pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #24-098: N. Bond/L. Abbott

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

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

Meeting of July 9, 2024:

Errors/Omissions: n/a

Motion #24-099: R. Drake/C. Whittle

Resolved that the Minutes of July 9, 2024 be adopted as presented, as circulated.

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

Special Meeting of July 2nd and Finance Meeting of July 23rd, 2024:

Errors/Omissions: n/a

Motion #24-100: R. Drake/L. Blake

Resolved that the Special Meeting of July 2nd and Finance Meeting of July 23rd, 2024 be adopted as presented, as circulated.

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

Business Arising: Minutes of July 9, 2024:

- a) 4 Jensen's Lane –
 - a. Resident of Jersey Avenue received the letter and visited the office on July 12, 2024 to express his displeasure. He was asked if he would like to meet with council to discuss but declined. Deadline to have the items removed is August 2, 2024. Resident of South Side Drive has yet to pick up the letter from the post office.
 - b. The No Trespassing sign is still on the Hydro Pole in the area. The Town workers will remove, as NL Hydro said it was ok to do so.
- b) Capping and Culverts on Bay d'Leau – Waiting on Approval to Borrow from Municipal Affairs;
- c) Accessibility Plan – Plan was emailed for review. Committee to meet and review as well;
- d) Little Bay/Bay d'Leau MCW Projects – Waiting on Approval to Borrow from Municipal Affairs;
- e) Gas Tax Project (Beaver Pond Road) – A new motion and Capital Investment Plan needs to be submitted to access the remaining funding.

Motion #24-101: N. Bond/L. Abbott

Resolved that the Town will submit a Capital Investment Plan to the Department of Municipal and Provincial Affairs to use the remaining Gas Tax funds of \$16,369.43 toward Project #106-2023-8119-Road Upgrades – Beaver Pond Road. As well, the shortfall of \$14,669.12 will be paid by the Town.

In Favour: 6 Abstained: 0 Opposed: 0 Motion Carried.

- f) Control Panel – Meridian Engineering followed up with H&R regarding the Junction Box. The parts are due to arrive in early September.

- g) NAIA – Cold Harvest – Councillor Abbott to check her schedule, if unavailable, Mayor Blake will attend with the EDO;
- h) Gym Member – Prices provided on some rowing machines. Agreed these were not suitable. Prices on commercial machines to be obtained;
- i) Labourer Position – Discussion on filling the position, agreed to hold off for the time being;
- j) Procurement Audit – Audit notification letter received. The phone interview portion is complete, awaiting further instructions. The Town Superintendent will need to do the procurement training;
- k) 15 South Side Drive – Information has been submitted to the Town’s Insurance. Adjuster will be in Town on Thursday. Superintendent to check with Dynamic Construction on what can be used to repair the manhole while it is wet;
- l) Littering –Construction Signs provided a quote on the signs. Stagg signs did not reply to the request. Agreed to Order 12 at \$30.00 per sign. Superintendent to determine if any stop/yield signs are needed;
- m) Proposed South Coast Fjords National Marine Conservation Area – Councillor Manning to assist;
- n) MOWI Applications – Councillor Manning to assist;
- o) Scavenging at the Dump – Resident requesting a meeting. Mayor Blake, Superintendent and Clerk/Manager will meet with the resident.

Public Works/Town Superintendent Report (attached):

Building Applications:

- 1. 22 Tibbo Crescent – Application for Storage Shed (20 x 24). NL Hydro did not approve the location as submitted;

Correspondence/New Business:

- 1. MNL Conference – Mayor Blake to be a voting delegate at the Conference.

Motion #24-102: N. Bond/R. Drake

Resolved that the Mayor Blake will be a voting delegate at the 2024 MNL Conference, September 7-9, 2024.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

- 2. Municipal Assessment – Update on the meeting held on June 7, 2024;
- 3. Causeway Bridge MCW Project – RFP has been issued for the consultant. Deadline for submissions is August 8th;
- 4. FreshMart – Requesting to have a key to dump. Approved;
- 5. Aaron Bennett, MOWI – Update provided on the repairs to the Small Craft Harbours-Transport Canada Wharf;
- 6. Eating Disorder Foundation – Encouraging the Town to participate in Eating Disorder Awareness Week. Request a copy of the proclamation;
- 7. Potential Tax Sale – Two properties that are behind on taxes and have not been occupied in a few years. Agreed to hold off for now;
- 8. 224 & 226 Canada Drive – Discussion on the condition of the properties. Agreed to send a letter to the owners;

9. 1 & 3 Mulberry Crescent – Discussion on the water issues these two properties encountered as they are not connected to the new water line that was put through in 2010. To be looked into further;
10. NL Department of Health – Inquiring if the Town would be interested in placing a “PurpleAir” device at one of our facilities. Check into the Wi-Fi requirements;
11. Town of St. Alban’s (Equipment purchase) – Informed the Town that they used Canoe Procurement when they purchased their piece of equipment. The Town is a member of Canoe as well and may be able to take this route;
12. Concessions Stands – Total expense to repair the stands was \$3207.83. The Town will be covering this cost as the stands were not stored property;
13. Retiring Employee – Agreed to have a retirement social at the Dockside Café and Eatery and a retirement gift to be ordered;
14. Transportation Coordinator – Program will be ending on August 23, 2024. Agreed that the office staff will take the Coordinator out for a meal;
15. Upcoming Weddings of Employee and Councillor – Agreed to provide the same gift as in the past;
16. NL Hydro – Credit adjustment on the Street lighting account of \$8387.30 acknowledged;
17. CIBC (COBWM GIC) Update – Notice of Directors returned again as the check was stale dated. New check has been sent. As well, the Annual return to be filed again;
18. Buy Local Market – Going ahead on August 9th, 2024. Agreed the Office Staff will assist with the event. Therefore, the Town Office will close at 2:00pm that day.
19. 5 & 11 Tibbo Crescent – Letter to be sent NL Housing asking to have the grass/alders cleaned up on and around the properties;
20. Town Office – Given the recent break in at the Town Office in Miltown. Agreed to order security cameras for the Town Office. Councillor Drake will look into;
21. New Town Logo – Agreed to adopt the new logo and to use going forward.

Motion #24-103: L. Blake/R. Drake

Resolved that the Logo as presented will be used as the Town of Harbour Breton logo from this date forward.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

22. Town Superintendent Vacation – August 5-16, 2024. Agreed that the Administrative Assistant will cover for the Superintendent’s vacation leave;

Economic Development Officer Report:

- Splash Pad Update – EDO attempting to get the Hydro installed;

Finance Committee Report:

1. Accounts Payable - Review of Accounts Payable;

Motion #24- 104: R. Drake/L. Abbott

Resolved to pay accounts payable in the amount of \$15,953.87.

In Favour: 6

Opposed:0

Abstained:0

Motion Carried.

2. Transfer to Savings Account – the Towns portion of the upcoming projects is approximately \$85,000.00 (attached). Agreed to transfer \$100,000.00 from the Town’s account to the Savings Account.

Liaison Reports:

1. Public Relations: n/a
2. Elliott Premises:
 - One boat/trailer remains in the parking lot;
3. Sunny Cottage:
 - Drain to the sump pump in the basement;
 - Garden Party was held on July 28th and was a success;
4. Recreation:
 - Companies and Deeds Online to be updated with new members;
 - CIBC requires an updated list of Directors and Officers. Agreed that the Committee members and council will be listed.
5. Arena:
 - Young's Industrial provided a quote of \$15,670.37 (Plus HST) to rebuild the two compressors. Agreed to proceed.

Motion #24- 105: R. Drake/N. Bond

Resolved to proceed with having the two compressors at the arena rebuilt by Young's Industrial at a cost of \$15,670.37 (Plus HST).

In Favour: 6

Opposed:0

Abstained:0

Motion Carried.

- The new steel doors have not been installed yet;
6. HBIC:
 - The pump in the holding tank is not repaired. Agreed to continue as is for now (with non-potable water) and look at this when time permits;
 7. Aquaculture: n/a
 8. Occupational Health & Safety:
 - Meeting held on July 30th, 2024. One issue regarding the Backhoe was discussed. Agreed to contact the Cylinder Shop in GFW to get repaired.
 9. Beautification Committee: n/a
 10. Fire Dept: n/a
 11. Health Care: n/a

Other:

Outstanding Items requiring further Information:

- Board Room Renovations – To be completed after the accessibility plan is complete;
- Barry Group –Tax Agreement expires February 19, 2025. Notification letter sent;
- Floating Docks – Further discussion in the Fall.
- Annual Capital Repair & Expenditure Survey – Former Superintendent to assist when time permits;
- Municipal Affairs (Water Pressure Issue) –All North Consultants;
- 7-9 Elliott Drive – Email sent inquiring about the lien, no response to date;

Motion for adjournment by Councillor Stewart & seconded by Councillor Whittle. Adjournment at 8:58pm.

Lloyd Blake - Mayor

Tanya Rogers – Clerk/Manager