

**Wednesday, July 9, 2024
Town Office – 6:30 pm**

Attendance: Lloyd Blake Roy Drake Loretta Abbott
 Don Stewart Fabian Manning Colby Whittle

Also Attending: Tanya Rogers Ed Keeping

Absent: Neil Bond

Mayor Blake called the meeting to order at 6:35 pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #24-085: D. Stewart/L. Abbott

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

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

Meeting of June 11, 2024:

Errors/Omissions: n/a

Motion #24-086: F. Manning/C. Whittle

Resolved that the Minutes of June 11, 2024 be adopted as presented, as circulated.

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

Special Meetings of June 13, 2024:

Errors/Omissions: n/a

Motion #24-087: D. Stewart/C. Whittle

Resolved that the Minutes of Special Meeting on June 13, 2024 be adopted as presented, as circulated.

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

Business Arising: Minutes of June 11, 2024:

- a) 4 Jensen’s Lane – Additional complaints (6 Jensen’s Lane & 24 Harbour Drive) received regarding the storage of items on the property. Hydro was contacted regarding the No Trespassing Sign and will look into the next time they are in the area and did say the Town could remove it. Review of the order prepared by Stewart McKelvey;

Motion #24-088:C. Whittle/D. Stewart

Resolved to proceed with sending the order, as prepared by Stewart McKelvey to residents of 51 Jersey Avenue and 56 South Side Drive regarding removal of items from 4 Jensen’s Lane.

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

It has also come to the Town’s attention, that resident of 56 South Side Drive has been performing mechanical work on South Side Drive resulting in oil stains on the road. Letter to be sent to resident informing that this is not permitted.

~~~~~ Councillor Manning left the meeting at 6:55 ~~~~~

- b) Capping and Culverts on Bay d’Leau – Tenders were reviewed for capping 462m x 6.2m of Bay d’Leau Drive and replacing 2 culverts on Bay d’Leau Drive as follows:

| <u>Capping</u>                        | <u>Culverts</u>                    |
|---------------------------------------|------------------------------------|
| Exploits Valley Paving - \$139,150.00 | Dynamic Construction - \$57,845.00 |
| Bishop’s Roadworks – 141,818.00       | Drakes Auto - \$67,850.00          |

**Motion #24-089: D. Stewart/L. Abbott**

Agreed to award the tender for the recapping to Exploits Valley Paving in the amount of \$139,150.00 and the tender for the culverts to Dynamic Construction in the amount of \$57,845.00, once the approvals are obtained from the Bank and Department of Municipal Affairs.

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

~~~~~ Councillor Manning returned to the meeting at 7:05 ~~~~~

Motion #24-090: C. Whittle/ R. Drake

Resolved that the Town of Harbour Breton will request an Approval to Borrow from the Canadian Imperial Bank of Commerce the amount of \$178,642.00 to recap 462 meters of Bay d’Leau Drive and replace 2 culverts on Bay d’Leau Drive. The term of loan to be for a 20 year period with a 20 year amortization period.

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

Motion #24-091:R. Drake/L. Abbott

Resolved that the Town of Harbour Breton will request an approval to borrow from the Department of Municipal and Provincial Affairs the amount of \$178,642.00 to recap 462 meters of Bay d’Leau Drive and replace 2 culverts on Bay d’Leau Drive. The term of loan to be for a 20 year period with a 20 year amortization period.

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

- c) Equipment Operator – No change in the status of the Early and safe Return to Work Plan;
- d) Accessibility Plan – Public Consultation was held on June 18th. The report has been received from the consultant and will be emailed to council to review;
- e) Little Bay/Bay d’Leau MCW Projects – Bank Approvals received, now need to request the approvals to borrow from Municipal Affairs;

Motion #24-092:C. Whittle/D. Stewart

Resolved that the Town of Harbour Breton will request an approval to borrow from the Department of Municipal and Provincial Affairs \$147,008.85, from the Canadian Imperial Bank of Commerce, to be used as the Town’s portion of Project #17-GI-23-00056: Bay d’Leau North Water Main Replacement. The term of loan to be for a 20 year period with a 20 year amortization period.

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

Motion #24-093:R. Drake/L. Abbott

Resolved that the Town of Harbour Breton will request an approval to borrow from the Department of Municipal and Provincial Affairs \$151,032.04, from the Canadian Imperial Bank of Commerce, to be used as the HST portion of Project #17-GI-23-00056: Bay d’Leau North Water Main Replacement. The term of loan to be for a 1 year period with a 1 year amortization period.

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

- f) Gas Tax Project (Beaver Pond Road) – Exploits Paving was awarded the contract at the meeting held on June 2, 2024;
- g) Control Panel – No response on the email sent to H&R Enterprise Ltd. regarding the Junction Box;

- h) Curb Stop Policy – Draft policy presented for review.

Motion #24-094: R. Drake/L. Abbott

Resolved that the Town of Harbour Breton will adopt the Curb Stop Policy as presented and attached to the minutes.

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

Fees for Seasonal disconnect and reconnection fees:

Motion #24-095: D. Stewart/C. Whittle

Resolved that, effective September 1, 2024, the Town will charge a fee of \$25 for each seasonal disconnect requested and \$25 for each seasonal reconnect requested. A disconnect/reconnect is considered seasonal if the water is shut off for longer than 30 days.

In Favour: 5 Abstained: 1 (L. Blake) Opposed: 0 Motion Carried.

Public Works/Town Superintendent Report (attached):

Building Applications:

1. 12 Tibbo Crescent – Request to construct an attached garage (18 x 24). Hydro (verbally) approved the application as per the new drawing provided (re-location of the electrical mast to the gable end of the attached garage). Approved.
2. 22 Tibbo Crescent – Application for Storage Shed (20 x 24). Newfoundland Hydro approval must be obtained as there are electrical wires in the area.

Correspondence:

1. Clerk/Manager – Timeline provided on past correspondence regarding the potential transfer of the land to the Lions Club. The last correspondence in the file shows the Lions Club decided not to proceed with the acquisition;
2. MNL Conference – In Gander, November 7-9, 2024. Register and book a hotel room for Mayor Blake;
3. Stewart McKelvey – Rather than opening a file for each small item for the Town, a general account will be left open for such items;
4. NAIA – Cold Harvest – EDO will attend if another Councillor accompanies her;
5. BioMaxx – Informing of updates to the Wastewater Regulations. Additional information on obtaining Transitional Authorization will be provided when available;
6. Gym Member – Requesting a rowing machine for the fitness centre. Prices to be obtained;
7. 1-3 and 5 Rose Place – Again requesting to have the properties combined as one without having to pay the \$2250.00 outstanding taxes. Agreed to combine once a reduced rate of \$1000.00 is paid by the owner.

Motion #24-096: R. Drake/F. Manning

Resolved that the Town of Harbour Breton will write-off \$1250 .00 of the vacant land tax owing on 1-3 Rose Place.

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

8. 52 South Side Drive – Correspondence from Stewart McKelvey stating that the Town can remove a person's name from an account, when requested by another name on the same account, as this does not affect ownership of the property. It just determines who receives the tax bill.

9. Labourer – Notification that he will be retiring from the Town on September 7, 2024;
10. Municipal Finance - CEEP Application deadline is July 26, 2024. Agreed to apply for funding to construct 2 change rooms for the Splash pad area and the construction of a new green house;
11. PMA – Fall Forum Training Event, October 2-4, 2024. Clerk/Manager and Administrative Assistant may attend if desired;
12. Fish Farmers Association – Results of the 2024 Independent Consumer Polling in Atlantic Canada;
13. Can. Emer. Preparedness Team – Invitation to attend the Canadian Emergency Preparedness and Climate Adaptation Convention in Ottawa September 24-26, 2024. Not at this time;
14. Government Service Centre – Water Analysis Report. The Deadman’s Cove RV Park remains on a boil order. Discussion whether potable water is needed at the park. Superintendent will attempt to get the pump working, if unsuccessful, the need will be discussed again;
15. Procurement Audit – Notification that the audit previously postponed will be going forward in the coming weeks;
16. 15 South Side Drive – Informing that sewer is still leaking into the basement. Agreed to reach out to the Town’s Insurance and get a claim opened;
17. Employee Requests – Requesting a holiday on Discovery day/National Indigenous Peoples Day. Denied. Also requesting a mid-year social. Agreed this year an event will be held to celebrate the retiring labourer;
18. Littering – Agreed to purchase “No Littering” signage to be placed around Town.
19. Proposed South Coast Fjords National Marine Conservation Area – Letter to be written to the Premier and Minister expressing the Town’s disapproval of this proposal;
20. MOWI Applications – Letter to be sent to the Premier and Minister in support of the applications;
21. Scavenging at the Dump – Both residents that received letters from the Town reached out to Mayor Blake and informed they have not been doing so.

Economic Development Officer Report:

- Splash Pad update – The contractor (ABC Recreation) is delayed in getting started. Dynamic Construction will get the required pre-work completed. Once the poles are installed, Hydro to be contacted to hook up the power;

Finance Committee Report:

1. Accounts Payable - Review of Accounts Payable;

Motion #24- 097: F. Manning/R. Drake

Resolved to pay accounts payable in the amount of \$85,978.89.

In Favour: 6

Opposed:0

Abstained:0

Motion Carried.

2. Committee Budget Amounts - Agreed to pay the budgeted amounts to the committees;

Liaison Reports:

1. Public Relations:
 - Agreed to purchase \$2500.00 in Fireworks for Harbour Breton Day;
 - Mayor Blake and Councillor Stewart attended the Canada Day Celebrations;
 - Mayor Blake attended the Celebrate NL Community Social;

2. Elliott Premises:
 - Signage to be placed on the items in the parking lot stating they have to be removed from private property. Item to remain on the agenda;
3. Sunny Cottage:
 - Request from Tour manager for a donation for the Garden party bingo;
 - Requesting the Town workers chisel a drain to the sump pump in the basement, Town Superintendent will look into;
4. Recreation:
 - Resident requesting the Town purchase a few fans, a water cooler and mirrors for the fitness centre. Fans and mirrors have been purchased;
5. Arena:
 - No update on quotes requested from CIMCO. Reach out to Young's Industrial;
 - Invoice received for the new steel doors for the arena. Agreed to transfer \$5000 of the budgeted amount to the arena;
6. HBIC:
 - RV Park – Laundry room is up and running;
 - Attendant requesting a lawn mower for the RV Park, quote provided. Agreed to purchase but it must be stored in the office and not the electrical room;
7. Aquaculture: n/a
8. Occupational Health & Safety: n/a
9. Beautification Committee: n/a
10. Fire Dept: n/a
11. Health Care:
 - Mayor Blake provided an update on the Municipalities call on July 8, 2024.

Other:

Outstanding Items requiring further Information:

- CIBC (COBWM GIC) – Notice of Directors not yet updated on CADO;
- 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 10:02pm.

Lloyd Blake - Mayor

Tanya Rogers – Clerk/Manager