

**Tuesday, March 1, 2022
Town Office – 6:30 p.m.**

Attendance: Lloyd Blake Roy Drake Fabian Manning (7:10)
 Neil Bond (7:45) Donald Stewart Loretta Abbott

Also Attending: Tanya Rogers Jody Soper

Absent: Colby Whittle

Guest (6:30): Resident of 18 Jersey Avenue

Resident asked to attend the meeting to discuss his application to construct a storage shed at 13 Sagona Place. Discussion regarding the Town's Municipal Plan-General Development Standards, Section 36 (a) and (b), and how this type of development does not fit within the plan. Since three council members were not present, agreed to defer to next meeting.

~ Guest left the meeting at 7:05pm~

Mayor Blake called the meeting to order 7:05 p.m. He then asked if there were any additions to the Agenda, as presented and circulated.

Motion #22- 028: R. Drake/D. Stewart

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

In Favour: 4 Abstained:0 Opposed: 0 Motion Carried.

~ Councillor Manning attended the meeting at 7:10pm ~

Errors/Omissions: n/a

Motion #22: 029: F. Manning/L. Abbott

Resolved that the Minutes of February 15, 2022 be adopted as presented, as circulated.

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

Business Arising: Minutes of February 1, 2022:

- a.) **Capital Works:** All four applications have been submitted.
- The Town's portion of the Causeway Bridge project will likely be 50% if approved, not 40% as anticipated. A new bank approval letter was needed.
 - The Canada Drive project will fall under either the MCW (Town's portion 50%) or the ICIP Funding Stream (Town's portion 33.3%), not 10% as projected. Council to follow up with Minister/MHA;

b.) **Coast Guard:** Response from MP Small's office but no contact information received to date;

c.) **Business in Arrears:** A payment plan has been arranged;

d.) **Council Video Conferencing/Teleconferencing Policy:** Sub-committee met and presented a sample Policy for review. A few minor edits to be made.

Motion #22: 030: D. Stewart/L. Abbott

Resolved that the Council Video Conferencing/Teleconferencing Policy be adopted with the noted edits.

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

e.) **Collection Policy:** Deferred to the next meeting;

f.) **Rules of Procedure for Meetings:** Deferred to the next meeting;

- g.) Municipal Assessment Agency: Appointment of Review Commissioner. The Town has had one appointed for a number of years;

~ Councillor Bond attended the meeting at 7:45pm ~

- h.) Resident of 1B Lydia's Lane: Application to operate a domestic saw mill. Deadline for comments/objections was Tuesday, March 1 at 12:00 noon. No comments/objections were received; Application approved subject to the following conditions;

- All sawdust is to be disposed of at the compost site;
- Hours of operation are from 7am-11pm daily;
- The area is to be kept clean and tidy at all times;

Motion #22: 031: R. Drake/F. Manning

Resolved that permission be granted to resident of 1B Lydia's Lane to operate a domestic sawmill on the property subject to the conditions outlined above.

In Favour: 6

Abstained: 0

Opposed: 0

Motion Carried.

- i.) Godwin's Hill Project: Missing info on final set of as-built drawings. Wood Engineering has reached out to the contractor for the information;
- j.) Municipalities NL: Info on the Municipal Leadership Essentials Course. Not at this time;
- k.) Owner of 7-9 Elliott Drive: Letter to be sent to owner advising that the building has to be removed by December 31, 2022;

Public Works/Town Superintendent Report: Public Works report Attached;

Building Applications: n/a

CORRESPONDENCE:

1. Resident of 1 Little Bay Place: Request for approval to relocate home based business from 29 Bay d'Leau drive to 1 Little Bay Place;
Motion #22: 032: R. Drake/N. bond
Resolved that permission be granted to resident to operate home based business at 1 Little Bay Place.
In Favour: 6 **Abstained: 0** **Opposed: 0** **Motion Carried.**
2. Landscape NL: Invitation to participate in the 2022 Newfoundland and Labrador Edition of Communities in Bloom, celebrating the Year of the Garden. Councilor Stewart will discuss with the Beautification Committee;
3. MMSB: Introducing their new "Spotlight Series" to raise awareness and provide education on sustainable waste management. First event will be on March 11, the Town Superintendent will participate;
4. Air Ambulance Advocacy Group: Update on recent activity;
5. Downhome Explore Guide: Last year's ad for the Explore Guide was reviewed. Agreed to use the same ad this year;
6. Telmatik: Information on their Message Express system to send messages to residents. Not at this time;
7. TRIO: Information on employee pension plan. Consider for the next employee contract and budget;
8. Health Canada: Virtual workshop on Health Canada's Air Quality Program. Town Superintendent may be able to participate;

9. MNL: Informing of Legislative Requirement for Notice of Award of Contracts;
10. Resident of 51 Harbour Drive: Inquiring if the Town is aware of an announcement made by the Federal Government regarding funding for high speed internet;
11. Municipal Affairs: Informing that the Chlorine Booster Station Project will now be closed out on their end;
12. Employee Isolation due to COVID: Discussion to be held after the Public Health Announcement on March 14th;
13. Lymphedema Association of NL: Proclamation for World Lymphedema Day on March 6. Deputy Mayor Drake will be available to sign the proclamation;

~ Deputy Mayor Drake left the meeting at 8:50~

14. Central Health: Informing of the establishment of the first Collaborative Care Team (CTC) for our Region;
15. PDS Citywide Municipal Grant Service: Annual membership for the service, not at this time;
16. NAIA: Minutes from the 28th Annual General Meeting. Email to council;
17. MNL Symposium: May 4th – 7th, 2022 in Gander. The Town will not be attending this year;
18. Resident of 31 Spencer's Brook Road: Informing that the owners feel that the Town should be responsible for the situation with their shed being built on a portion of land that was not theirs. Inform resident that the Town is not responsible as it was their responsibility to exercise due diligence in ensuring they were constructing on their own land;
19. Exploits Chamber of Commerce: Inquiring if the Town is interested in advertising in the 70th anniversary publication. Not at this time.
20. 30 A Canada Drive: Application for a commercial permit to operate a drinking establishment. Because this is a discretionary use class in the General Commercial Zone of the Town's Municipal Plan, Notice of the Application must be posted for seven (7) days to allow persons to respond;

Economic Development Officer Report:

- Funding available under Active NL for trail upgrades. Town will apply for funding for Mile Pond Boardwalk, Back Arm Trail and Gun Hill;

Finance Committee Report: n/a

Liaison Reports:

1. Public Relations:
 - Mayor Blake presented the coin set to the first baby born in 2022;
 - Mayor Blake participated in a Webinar with the Lung Association regarding wood burning;
 - Mayor Blake attended the Code of Conduct session with MNL. This Code of Conduct training will be mandatory for all councillors, employees and volunteers once passed by Government;
 - The Town is sponsoring a strategic planning session at the CYN on March 10th, Councillor Stewart will attend;
2. Elliott Premises:
 - Review of 2021 Expenses;
3. Sunny Cottage:
 - Review of 2021 Expenses;

4. Recreation/Arena:
 - Invoice from CIMCO for the site visit/repairs;
5. HBIC:
 - EDO Contract: Contract prepared by the HBIC was presented to council for approval. A few items in the contract will need to be amended/added (contract start date, list of duties, Flex Time, weekend travel, etc). Mayor Blake will speak with the Chairperson to discuss;
6. Aquaculture:
 - Mayor Blake, Deputy Mayor Drake, Councillor Stewart, Councillor Whittle and Town Manager attended a meeting (virtually) with NAIA's Executive Director, Jamie Baker on February 17th.
7. Occupational Health & Safety: n/a
8. Beautification Committee: n/a
9. Fire Dept:
 - SOG's submitted for council adoption, deferred to next meeting;

Other: n/a

Motion for adjournment by Councillor Bond & seconded by Councillor Manning. Adjournment at 10:10 pm.

Lloyd Blake – Mayor

Tanya Rogers – Town Manager