

Wednesday, May 28, 2024
Town Office – 6:30 pm

Attendance: Lloyd Blake Roy Drake Colby Whittle
 Don Stewart Loretta Abbott Neil Bond

Also Attending: Tanya Rogers Chantell Cribb

Absent: Fabian Manning

Mayor Blake called the meeting to order at 6:33pm and asked if there were any additions to the Agenda, as presented and circulated.

Motion #24-062:N. Bond/D. Stewart

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 May 14, 2024:

Errors/Omissions: n/a

Motion #24 – 063:L. Abbott/R. Drake

Resolved that the Minutes of May 14, 2024 be adopted as presented, as circulated.

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

Business Arising: Minutes of May 14, 2024:

- a) Elliott Premises Lease
 - Inventory still to be completed;
 - As per an email previously sent, the part has been ordered for the cooler and will cost approximately \$500.00, including installation;
 - All repairs are complete except one light fixture that will require an electrician;
 - Lessee to be informed that the Town will need to enter the Premises in the cases of an emergency or when the panel box needs to be accessed. A Town employee will be present;
 - Insurance documents provided by the lessee are acceptable;
 - Items in the Workshop to be moved to the old Town Garage once the Splash Pad equipment is removed;
- b) Land on Bay d’Leau Drive – Resident informed that he has reached out to a tow company to have his vehicles removed from the area. The Environmental Protection Officer visited the area on May 29th and although there is no real environmental impact, she did make suggestions on ways the Town may be able to get the area cleaned up;
- c) 4 Jensen’s Lane – Resident replied stating that this is private property and that he is allowed to own more than one vehicle and store them on private property. Agreed to seek legal advice on how to proceed;

~~~~~ Councillor Drake left the meeting at 6:48pm ~~~~~

- d) 86 & 88 Main Road North – One tender received in the amount of \$14,375.00;

**Motion #24-064:L. Abbott/N. Bond**

**Resolved to award the tender for the removal of debris from 86 & 88 Main Road North to Drakes Auto Repair Ltd. in the amount of \$14,375.000**

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

~~~~~ Councillor Drake returned to the meeting at 6:52pm ~~~~~

- e) New Position – Review of resumes received, three candidates selected to be interviewed. Selection Committee to be Mayor Lloyd Blake, Councillor Abbott and Councillor Whittle. Interviews to be arranged for Friday morning;
- f) Capping Bay d’Leau Drive – Quote received from Exploits Paving Ltd (\$139,150.00) and Bishop’s Paving (#141,800.00). Agreed to replace the two culverts on Bay d’Leau Drive and other patching as well. Tender to be issued for replacing the culverts and the other patching jobs.

Motion #24-065:R. Drake/D. Stewart

Resolved that the tender for capping 462 m of Bay d’Leau Drive will be awarded to Exploits Valley Paving in the amount of \$139,150.00, subject to loan approvals.

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

- g) Equipment Operator– Letter was given to the employee regarding insurance premiums, no response to date. Meeting to be arranged with the Employee, Workplace NL and the Union to discuss the current return to work plan;
- h) Municipal Affairs (Water Pressure Issue) – All North Consultants will discuss with the Town Superintendent when he returns to work;
- i) 7-9 Elliott Drive – Email sent regarding the lien on the property, no response to date;
- j) Accessibility Plan – Public Consultation scheduled for June 13th @ 3:00pm;
- k) MNL (Our Creative Homes Grant) – Due to the fact that exterior murals are not recommended, agreed not to apply at this time;
- l) Email Accounts – The current provider lowered the price per email, agreed through emails to continue with the new pricing of \$79.00/email;
- m) Street Lights – Review of street lighting hydro bills over the past 3 years. No noticeable difference since LED bulbs have been installed;

~~~~~ Councillor Drake left the meeting at 7:02pm ~~~~~

- n) 21 Sagona Place – Two tenders received as follows:
  - Drakes Auto - \$1035.00 (HST Included)
  - Dynamic Construction - \$1598.50 (HST Included)

**Motion #24-068: N. Bond/L. Abbott**

**Resolved to award the tender for the swale ditch behind Sagona Place to Drakes Auto in the amount of \$1035.00.**

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

~~~~~ Councillor Drake returned to the meeting at 7:07pm ~~~~~

Public Works/Town Superintendent Report (attached):

Building Applications:

1. 2 Spencer’s Brook Road (Rich Lambert) – Application for a steel storage shed (24 x 28). The Town’s Municipal Plan does not specify requirements for steel sheds, therefore, the application is approved;
2. 87 Canada Drive – Application for storage shed (12 x 12). Approved;

Correspondence:

1. Canada Circus Spectacular – Certificate of Insurance provided for the rental of the Arena on June 3rd, 2024. Agreed that the Town’s cleaner be asked to clean the arena after the circus;

2. Fire Services Division – Introducing Stephen Ash as the new Regional Emergency Management and Planning Officer;
3. Cal LeGrow Insurance – Renewal of Marina Insurance at a cost of \$2451.00 Agreed to renew and split the cost with the Elliott Premises as in the past;
4. Little Bay/Bay d’Leau Projects
 - Estimated project startup date from the Engineer is the end of June;
 - Current invoice due. Agreed to transfer \$5000.00 to the Bay d’Leau project account and \$2000.00 to the Little Bay Project Account to cover the Town’s portion of invoices until the loans are received. Agreed to get the loans advanced;
 - The Town will require a loan for the Town’s portion of the HST on the Bay d’Leau Project. Agreed to apply for a short term loan to be repaid when the GST is received.

Bay d’Leau Drive - Town’s 10%

Motion #24-070: R. Drake/L. Abbott

Resolved that the Town of Harbour Breton would request an Approval To Borrow from the Canadian Imperial Bank of Commerce, the amount of \$165,180.00 The said loan to be used for the Town’s portion of Project #17-GI-23-00056 – Bay d’Leau North Water Main Replacement. The term of loan to be over a 20 year period with a 20 year amortization period.

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

Motion #24-071: L. Abbott/N. Bond

Resolved that the Town of Harbour Breton will request an Approval to Borrow from the Department of Municipal and Provincial Affairs the amount of \$165,180.00 . The said loan to be used for the Town’s portion of Project #17-GI-23-00056 – Bay d’Leau North Water Main Replacement. The term of loan to be over a 20 year period with a 20 year amortization period.

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

Bay d’Leau Drive - GST Portion

Motion #24-072: D. Stewart/C. Whittle

Resolved that the Town of Harbour Breton would request an Approval To Borrow from the Canadian Imperial Bank of Commerce, a short term (1 year) loan in the amount of \$169,700.00 The said loan to be used for the GST /HST portion of Project #17-GI-23-00056 – Bay d’Leau North Water Main Replacement. Loan to be repaid when the GSH/HST rebate is received.

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

Motion #24-073: R. Drake/C. Whittle

Resolved that the Town of Harbour Breton will request an Approval to Borrow from the Department of Municipal and Provincial Affairs , a short term (1 year) loan in the amount of \$169,700.00 The said loan to be used for the GST /HST portion of Project #17-GI-23-00056 – Bay d’Leau North Water Main Replacement. Loan to be repaid when the GSH/HST rebate is received.

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

5. Emergency Services Division – Informing that the Province wide radio system for Fire Departments will come into effect on June 1, 2024 and requesting contact information. Information has been provided and the email has been forwarded to the Fire Department;

6. MOWI – Notice of Public Consultations being held for the Environmental Impact Assessment being conducted on the Indian Head Hatchery in Stephenville. Ad for the consultation to be shared on the Town’s Facebook page;
7. NAIA – Advertising in the Cold Harvest Magazine;

Motion #24-074: N. Bond/D. Stewart

Resolved that the Town will continue with the 1/8 page ad for three consecutive ads in the amount of \$338.00 plus HST.

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

8. NAIA – Asking if the Town is interested in partnering in a shoreline clean up again this year. Agreed to do so and provide garbage bags, water and garbage collection as in the past;
9. 96 Bay d’Leau – Inquiring as to who owns the parking space in the area across from his residence. Without a proper survey, the Town has no way of determining ownership;
10. 2023 Tax Recovery Plan – Presented for adoption.

Motion #24-075:R. Drake/L. Abbott

Resolved that the Tax Recovery Plan and the Tax Receivables Summary as of December 31, 2023 be adopted, as presented, as reviewed.

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

11. Heritage Sites Map – Quote received from Morgan printing for one sided (\$589.00) and two sided (\$736.00) prints. Agreed to proceed with two sided and have the trail map on one side and the Heritage Sites map on the other;
12. 2023 Financial Statements- Draft statements presented for review. Mayor Blake and Deputy Mayor Drake to review;
13. Dump Inspection Report- Inspection completed on May 28, 2024. Back filling is required, the access road is to be cleaned up and a 60m fire break required. Follow up requesting more information on the fire break requirement;
14. Summer Meeting Schedule – Agreed to continue to met every two weeks, if possible;
15. Gas Tax Project (Beaver Pond Road) – Determine what the next step would be to get this project started;

Economic Development Officer Report:

- Splash Pad Site Work –Signage will be needed near the entrance;
- The installation contractor can be in Town by the end of June to do the install if the following items are complete:
 - i. Power has to be brought to the site,
 - ii. The water line (reduced to a 2” line) to be brought to the site,
 - iii. The area for the pad to be leveled and compacted,
 - iv. A concrete supplier and finisher to be arranged,Councillor Manning will be in contact with the installer to make arrangements and get specification on the above;

Finance Committee Report:

1. Accounts Payable - Review of Accounts Payable;

Motion #24-076: L. Abbott/R. Drake

Resolved to pay accounts payable in the amount of \$55,040.08.

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

Liaison Reports:

1. Public Relations:
 - Mayor Blake will attend the High School Graduation on Friday, May 31, 2024 and bring greeting on behalf of the Town;
 - Congratulations ad to be placed on Facebook for the High School Grads and the Kindergarten class's week of celebrations;
2. Elliott Premises: n/a
3. Sunny Cottage:
 - Council members asked to assist with the Canada Day celebrations if possible;
4. Recreation: n/a
5. Arena:
 - No update on quotes requested from CIMCO. Follow-up with Arena Manager;
 - Residents requesting to rent the arena for ball hockey, agreed that a rate of \$60/night will be charged;
 - Agreed to transfer \$10,000.00 of the budgeted amount to the arena;
6. HBIC:
 - As the last meeting, the committee agreed to hire Exploits Valley Contracting to design a development plan/layout for the land owned on Canada Drive;
 - A new attendant, Mr. Richard Hickey, has been hired for the RV Park;
7. Aquaculture: n/a
8. Occupational Health & Safety: n/a
9. Beautification Committee:
 - Committee will be inviting 2 new members to join the committee,
10. Fire Dept:
 - Updated SOG regarding the free gym memberships reviewed and approved;
 - The two new windows have arrived but are the wrong size;
 - Ask the Fire Chief if the Splash pad equipment can be stored in the empty bay in the Fire Hall until the installation at the end of the month;
11. Health Care:
 - Mayor Blake provided an update on the Municipalities meeting on May 27, 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;

Motion for adjournment by Councillor Drake & seconded by Councillor Stewart. Adjournment at 8:59pm.

Lloyd Blake - Mayor

Tanya Rogers – Clerk/Manager