

## Minutes of Council Meeting

Town Hall Nov 21, 2017 7 p.m.

Present:	Mayor	Betty Clarke
	Deputy Mayor	Krista Freake
	Councillors:	Stephen Hollett
		Brian Hooper
		Perry Pond
		Calvin Smart
		Kenneth Tucker
	Town Manager	Brian Peckford
	Town Clerk/Treasurer	Elaine Bursey
	Supt. Works	Corb Randell
	Dir. of Recreation/Tourism	Chris Watton

### **1. Call to Order**

Mayor Betty Clarke called the meeting to order at 7 p.m.

### **2. Agenda**

17-222 Freake/Smart

Resolved to adopt the agenda as presented.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **3. Delegations - None.**

### **4. Minutes**

#### **4.1 Council Meeting Oct 24, 2017**

17-223 Hollett/Smart

Resolved to adopt minutes of the Oct 24, 2017 regular Council meeting as circulated.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **5. Action Sheet**

Items 2, 4, 5, 6 and 10 are tasked to respective committees for spring 2018 completion.

#### **5.1 9-11 Project**

Councillor Smart suggested a committee be struck to compile the Town's history of 9-11, noting a motion picture may be in the works and we need something visual for visitors.

17-224 Freake/Hollett

Resolved to make application under the JCP program for the 9-11 history compilation project.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

## **5.2 The Duke of Edinburgh's International Award / 2017 Volunteer Hall of Fame**

Mayor Clarke attended the 2017 Volunteer Hall of Fame Awards and accepted the Duke of Edinburgh's International Award on behalf of the Town for its response to September 11, 2001.

## **6. Town Manager Report**

- The Town Manager gave history of the Town Manager Report, noting the previous council used it as a method to communicate any issue raised by the public.
- Deputy Mayor Freake advised the Town Manager will be given council direction if this report is further required.

## **7. Recreation/Tourism - Meeting Nov 14, 2017**

### **7.1 Updates by Councillor Smart**

- Playground equipment arrived for 2018 installation.
- Stewardship signs (2) have been erected.
- Budget planning has begun – a playground (or similar) is being investigated for the Southside.
- CEEP has begun, four workers hired primarily for brush cutting and boardwalk repair.
- Kinsmen Happy Tree Lighting scheduled for Dec 5. Mayor Clarke will represent the Town.

### **7.2 Atlantic Boating Guide**

17-225 Smart/Hollett

Resolved to approve a ½ page ad in the 2018 Atlantic Boating Guide at a cost of \$375.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **7.3 Woolfrey's Pond Municipal Park / Rates**

17-226 Smart/Hollett

Resolved to approve a 3% increase, effective 2018, to the camping and seasonal rates at Woolfrey's Pond Municipal Park.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **7.4 Bowling Alley Safe**

17-227 Smart/Hollett

Resolved to purchase a safe for the bowling alley at a cost of \$1,285.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

## **7.5 Kinsmen Happy Tree**

17-228 Smart/Hollett

Resolved to donate \$100 to the Kinsmen Happy Tree.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

## **8. Economic Development**

### **8.1 Updates by Councillor Pond**

- Still waiting on confirmation of meeting with Min. Steve Crocker.
- Jim Keating, Executive Vice President – Offshore and Corporate Services, Nalcor, is scheduled to present at a public meeting on Monday Nov 27 at the Town Hall.

## **9. Lands – Meeting Nov 10, 2017**

### **9.1 1-7 Roebotham Street (Land Block Rear Lawton's Building)**

17-229 Freake/Hollett

Resolved to proceed with the installation of water, and sewer to 1-7 Roebotham Street at cost of ~\$40K.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

It was noted this new street will be named “Roebotham Street” after former Mayor Ernest Roebotham; and family members will be contacted for an official naming ceremony.

### **9.2 Selling of Property**

17-230 Freake/Hooper

Resolved to follow section 201.2 of the Municipalities Act with respect to the selling of property; and to require a signed purchase/sale agreement for all such transactions.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

## **10. Public Works – Meeting Oct 30, 2017**

### **10.1 Updates by Councillor Hollett**

- Lockmoor Street roadwork is completed, with sod work to be completed spring 2018.
- Radar speed sign on Southside will be removed for the winter to prevent snowclearing damage; noted however the sign appears to be working well in reducing speeding motorists.
- A meeting was held with MP Scott Simms regarding wastewater effluent regulations. More meetings and information to follow.
- Three public works employees have received lay-off notices for Dec 1; unless required to complete ongoing work.

### **10.2 2 Veterans Drive**

17-231 Hollett/Smart

A complaint was received of loitering, littering, etc. on the town's parking lot adjacent to residential property of 2 Veterans Drive. Security cameras will be installed and it's resolved to erect a fence along the Town's parking lot boundary and 2 Veterans Drive at a cost of ~\$1,250.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **10.3 2 Wildwood Street**

17-232 Hollett/Smart

Whereas blockage in the Town's main line caused a sewer backup to the residence at 2 Wildwood Street, it's resolved to pay the damage claim of \$862.91.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **10.4 Water Tower Base**

17-233 Hollett/Smart

Whereas a manlift is required to carry out painting of the water tower (expected 2018 project), it's resolved to prepare the base to accommodate the manlift by placing aggregate and building a concrete pad at a cost of ~\$1640.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **10.5 Aggregates and Equipment Tender**

Councillor Pond declared a conflict of interest and left the room.

17-234 Hollett/Smart

Following legal advice on the compliancy of tenders, it's resolved to accept the bid from A & B Construction for the aggregates and equipment tender.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Smart and Tucker.  
None opposed. Motion carried.

Councillor Pond returned to the meeting.

## **11. Protective Services**

### **11.1 Updates by Councillor Tucker**

- A Regional Fire Department meeting with the elected officials was held Nov 14.
- Representatives from seven communities are on board with moving forward with a Regional Department.
- The next meeting is scheduled for Nov 28 with hopes of finalizing numbers.
- The fire hall expansion project is ongoing; engineers for the project will be considered (noting professional services are excluded from the Public Tendering Act).
- Councillor Tucker represented Council at the opening of the Goodwill Centre (new location).

### **11.2 Community Wellness Advisory Committee**

- Deputy Mayor Freake updated on the label/title of the recently discussed health advisory board, noting it's meant to be holistic and related to mental health and wellness as well as medical care, etc.
- Recruitment is ongoing.

## **12. Finance**

### **12.1 Cheque Register**

17-235 Hooper/Pond

Resolved to approve cheques 36599 to 36619 with the exception of cheque 36600.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **12.2 Cheque 36600**

Councillors Hollett and Tucker declared a conflict of interest and left the meeting.

17-236 Hooper/Pond

Resolved to approve cheque 36600.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond and Smart.  
None opposed. Motion carried.

Councillors Hollett and Tucker returned to the meeting.

### **12.3 Light Vehicle Policy**

17-237 Hooper/Pond

Resolved the new Light Vehicle Policy, #PR 13, supersedes policy #AD 03, Use of Town Equipment/Materials.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.

None opposed. Motion carried.

### **13. Other Committees and/or Business/Correspondence**

#### **13.1 Die Trac Updates by Deputy Mayor Freake**

- The new board met on Nov 9.
- The new Chair is Miranda Maddox Bussey.
- The Campus Administrator went through details of the board.
- Enrollment is down which is significant of skilled trades in general.
- Open house scheduled for Nov 22 & 23 @ 6:30 p.m.

#### **13.2 Municipal Assessment Agency / Central Directors Nomination**

17-238 Pond/Tucker

Resolved to vote for Jason Roberts for the position of Central Regional Director of the Municipal Assessment Agency Inc.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

### **14. Adjournment**

17-239 Pond/Tucker

Resolved the meeting adjourn.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.  
None opposed. Motion carried.

Time: 8:25 p.m.

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Betty Clarke, Mayor

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Elaine Bursey, Town Clerk/Treasurer