



The Town of Bay de Verde  
P.O. Box 10  
Bay de Verde, NL A0A 1E0  
T: 1-709-587-2260; F: 1-709-587-2049  
[towncouncilbdv@persona.ca](mailto:towncouncilbdv@persona.ca)

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**Agenda for Council Meeting**

**January 7th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held December 3rd, 2014.
4. Adoption of minutes of the Special Meeting held December 15th, 2014.
5. Business arising from the minutes.

- Dumping of crab/shrimp offal in Bay de Verde

6. Mayor's Report.
7. Maintenance Operator's Report and/or Councillors questions.
8. Correspondence Received:

**Fm:** FCM - Invitation for membership

**Fm:** MNL - Update on the Board

**Fm:** MAA - 2013-2014 Annual Report

**Fm:** BDV Recreation - Summer Student

9. Accounts Payable:

Bell Aliant	Office/FD/FE/HH	\$305.69
Bell Mobility	Cellular Charges	\$80.29
Brenntag	Chlorine	\$739.12
Cal LeGrow	Travel Insurance	\$855.00
EMCO	W&S Parts	\$730.88
Harvey & Co.	JCB Repair Parts	\$26.26
Irving Energy	Propane & Dyed Diesel	\$1216.76
NL Power	Street Lights	\$2058.48
Transcontinental Media	Christmas Advertising	\$133.34



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*Paid since December 3rd Meeting*

Avalon Industrial	W&S Parts	\$667.92
Baccalieu Animal Hospital	Euthanasia	\$502.85
Bell Aliant	Telephone - FE/HH	\$158.08
Bell Mobility	Cell Phone	\$68.79
Button's Marine	JCP Supplies	\$1842.03
Button's Marine	Tools	\$195.00
Channel 6 Ads	Christmas Greetings	\$65.00
Credit Recovery	Collection Fees	\$40.68
Eastlink	Internet Charges	\$63.17
Irving	Propane	\$645.13
Irving	Dyed Diesel	\$811.96
Legge's	Truck Tires	\$1558.27
MNL/PMA	2015 Registration Fees	\$551.98
NL Power	Street Lights	\$2038.68
NL Power	PRV/LS/HH/CH/GAR/TH	\$1614.61
North, Tara	Off Sup./Travel/Veh Parts/Postage	
	Deed Searches/Clean Supp.	\$528.09
Oceanview	Veh Main/Office Supplies	\$86.57
Penney's Transport	November Freight Charges	\$37.97
Transcontinental	Tender Ad	\$146.18

*Fire Department Payables*

Bell Mobility	Van Mobile Charges	\$59.78
Button's Marine	Float Repairs	\$126.79
Cory Turner	Xmas Gift Supplies	\$67.72
Foodland	Parade Supplies	\$22.54
Gas Land	Oct & Nov Gas Receipts	\$438.00
Melvin Coish	Parade Supplies/Tools	\$282.94
NLAFS	Training Manual	\$89.75
Petty Cash - Fire Dept.	Xmas Party Supplies	\$500.00
Tara North	Parade Supplies	\$291.09
Transcontinental	Holiday Fire Safety Ad	\$47.46
Walsh, Dale	Parade Supplies	\$74.07
Vital Aire	Medical Oxygen	\$41.19

*Heritage Committee Payables - Since September 6th submission*





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September:

Hindy's Home Hardware	J.C.P.	\$561.67
The Vinyl Frontier	J.C.P.	\$783.66
Molly Walsh	Travel	\$45.36
Penney's Transport	J.C.P.	\$48.27
Dominion	Food Dinner for JCP	\$117.56

October:

Receiver General	Tax Remittance	\$662.83
Button's Marine	JCP	\$1260.17
Vinyl Frontier	JCP	\$19.78
Baccalieu Collegiate	Scholarship	\$100.00
Molly Walsh	Honourium	\$500.00
Lisa Morrissey	Supplies Halloween	\$250.00
Penney's Transport	J.C.P.	\$20.34
Ocean View Convenience	House Supplies (Tea, coffee, Dish Det, etc	\$55.19
Canadian Tire	Frill, Vice for H.House	\$382.20

November:

Fong's Restaurant	Christmas Dinner	\$517.21
Baccalieu Images	Sale items for H.h	\$96.25
Button's Marine	J.C.P.	\$149.22
Ocean View Conv.	Mis. Items	\$54.22
Old Perlican Heritage Com	Memorial Wreath	\$20.00
Penneys Transport	Freight	\$17.63

December:

Receiver General	Tax Remittance	\$123.34
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*Recreation Committee*

Morrissey, Lisa	Xmas Gift	\$25.00
Morrissey, Lisa	Social Supplies	\$38.68
North, Tara	Movie Night Supplies	\$43.28
North, Tara	Fundraising/Xmas Gifts & Supper	\$661.84
North, Tara	Social Supplies/Gifts/Postage	\$299.47
Oceanview Convenience	Xmas Social Supplies	\$155.63
St. Barnabas Hall	Boxing Day Rental	\$100.00

10. Committee Reports



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11. New Business

- MNL Regional Meeting - January 23 & 24th.
- Building Permit Application - 25 Lockyer's Ground
- Vandalism of playground - Request from Recreation
- Multi Media Equipment for Town Hall

12. Deferred Items

- Human Resource Issues
- Tourism options for the Town.

13. Time and date of next regular meeting.

14. Adjourn.



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MINUTES OF MEETING  
**JANUARY 7th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, G. Coish, G. Broderick

ABSENT: Councillor: J. Emberley.

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:09PM

AGENDA: **15-001 Motion:** D. Potter/G. Coish  
RESOLVE that the agenda for today's meeting be accepted with the noted amendments.  
Vote: In favour: Mayor G. Murphy  
Councillors: G. Broderick, K. Coish, G. Coish, D. Potter.  
Opposed: 0  
Carried.

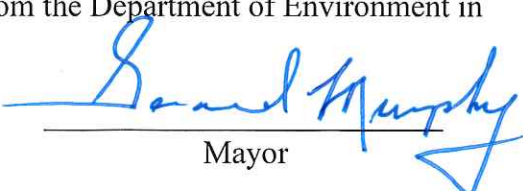
MINUTES: **15-002 Motion:** G. Broderick/K. Coish  
RESOLVE that the minutes of the previous meeting held December 3rd be accepted as submitted.  
Vote: In favour: Mayor G. Murphy  
Councillors: G. Broderick, K. Coish, G. Coish, D. Potter.  
Opposed: 0  
Carried.

**15-003 Motion:** G. Broderick/G. Coish  
RESOLVE that the minutes of the Special Meeting held December 15th be accepted as submitted.  
Vote: In favour: Mayor G. Murphy,  
Councillors: G. Broderick, K. Coish, G. Coish, D. Potter.  
Opposed: 0  
Carried.

BUSINESS  
ARISING:

- Dumping of crab/shrimp offal in Bay de Verde  
- Correspondence was received from the Department of Environment in

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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reference to Quinlan Brother's Ltd. request for a permit to dump shrimp and crab offal in the vicinity of the old dump in Bay de Verde. This request was been denied by Dept of Environment stating there are other options available.

**NOTE:** The Deputy Mayor (L. Keats) arrived at 7:14PM after the meeting was already underway.

- A discussion was held regarding Eastern Waste Management dropping the bag allotment from 10 to 7 bags per household starting this year.
- A discussion was held in reference to the request from the Town Council and Bay de Verde Harbour Authority to Quinlan Brother's Ltd. Regarding "Cleaning up of the Harbour". The Town Office is to send a letter to Quinlan Brother's Ltd. requesting an update on their plans regarding shrimp processing waste prior to the next council meeting.

#### MAYOR'S REPORT:

- A brief discussion was held regarding the Phase One Engineering package requested from BAE Newplan Group. This report should be available in time for the next meeting.
- The Mayor will begin work on a newsletter.
- Mayor will represent the Town for the Fire Department's Annual Old Christmas Day supper on Saturday night.

#### MAINTENANCE REPORT:

- There is a problem down at the pump house regarding the chlorine tanks. A repair needs to be made to the system.


#### CORRESPONDENCE RECEIVED:

**Fm:** FCM - Invitation for membership.

- The Council does not feel this membership would benefit the Town at this time.

**Fm:** MNL - Update on the Board

- The report has been made available to councillors for viewing.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor





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**Fm: MAA - 2013-2014 Annual Report**

- The report has been made available to councillors for viewing.

**Fm: BDV Recreation - Summer Student**

- A letter was received from the Recreation Committee requesting assistance with supervision of summer students due to work commitments and declining committee enrolment. A discussion took place and the council decision is that a request for students can be applied for however as requested, the supervision will be through the direction of the Town Office and Maintenance Operator. A list of duties will be provided to the students and created by Town Staff through council direction.

**15-004 Motion:** D. Potter/G. Broderick  
RESOLVE that the Recreation Committee apply for a student (s) under the Student Summer Employment Program with the Town Office and Maintenance Operator being the only direct supervisors.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, G. Broderick, K. Coish, G. Coish.  
Opposed: 0  
Carried.

**ACCOUNTS**

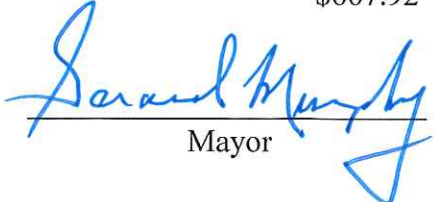
**PAYABLE: 15-005 Motion:** L. Keats/K. Coish  
RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed and updated:

Bell Aliant	Office/FD/FE/HH	\$305.69
Bell Mobility	Cellular Charges	\$80.29
Brenntag	Chlorine	\$739.12
Cal LeGrow	Travel Insurance	\$855.00
EMCO	W&S Parts	\$730.88
Filtrum Inc.	Progress Claim #3	\$11,468.05
Harvey & Co.	JCB Repair Parts	\$26.26
Irving Energy	Propane & Dyed Diesel	\$1216.76
NL Power	Street Lights	\$2058.48
Transcontinental Media	Christmas Advertising	\$307.36

*Paid since December 3rd Meeting*

Avalon Industrial	W&S Parts	\$667.92
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Town Clerk/Manager

  
Mayor



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Baccalieu Animal Hospital	Euthanasia	\$502.85
BAE Newplan Group	Final invoices for Sewer Study	\$23,280.00
Bell Aliant	Telephone - FE/HH	\$158.08
Bell Mobility	Cell Phone	\$68.79
Button's Marine	JCP Supplies	\$1842.03
Button's Marine	Tools	\$195.00
Channel 6 Ads	Christmas Greetings	\$65.00
Credit Recvery	Collection Fees	\$40.68
Eastlink	Internet Charges	\$63.17
Irving	Propane	\$645.13
Irving	Dyed Diesel	\$811.96
Legge's	Truck Tires	\$1558.27
MNL/PMA	2015 Registration Fees	\$551.98
NL Power	Street Lights	\$2038.68
NL Power	PRV/LS/HH/CH/GAR/TH	\$1614.61
North, Tara	Off Sup./Travel/Veh Parts/Postage	
	Deed Searches/Clean Supp.	\$528.09
Oceanview	Veh Main/Office Supplies	\$86.57
Penney's Transport	November Freight Charges	\$37.97
Transcontinental	Tender Ad	\$146.18


*Fire Department Payables*

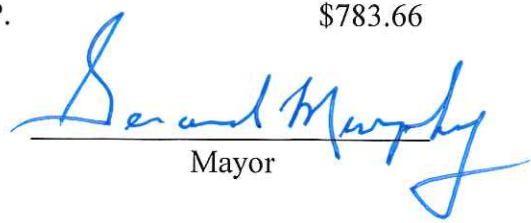
Bell Mobility	Van Mobile Charges	\$59.78
Button's Marine	Float Repairs	\$126.79
Cory Turner	Xmas Gift Supplies	\$67.72
Foodland	Parade Supplies	\$22.54
Gas Land	Oct & Nov Gas Receipts	\$438.00
Melvin Coish	Parade Supplies/Tools	\$282.94
NLAFS	Training Manual	\$89.75
Petty Cash - Fire Dept.	Xmas Party Supplies	\$500.00
Tara North	Parade Supplies	\$291.09
Transcontinental	Holiday Fire Safety Ad	\$47.46
Walsh, Dale	Parade Supplies	\$74.07
Vital Aire	Medical Oxygen	\$41.19

*Heritage Committee Payables - Since September 6th submission*

September:

Hindy's Home Hardware	J.C.P.	\$561.67
The Vinyl Frontier	J.C.P.	\$783.66

  
Town Clerk/Manager

  
Mayor



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Molly Walsh	Travel	\$45.36
Penney's Transport	J.C.P.	\$48.27
Dominion	Food Dinner for JCP	\$117.56
<u>October:</u>		
Receiver General	Tax Remittance	\$662.83
Button's Marine	JCP	\$1260.17
Vinyl Frontier	JCP	\$19.78
Baccalieu Collegiate	Scholarship	\$100.00
Molly Walsh	Honourium	\$500.00
Lisa Morrissey	Supplies Halloween	\$250.00
Penney's Transport	J.C.P.	\$20.34
Ocean View Convenience	House Supplies (Tea, coffee, Dish Det, etc	\$55.19
Canadian Tire	Frill, Vice for H.House	\$382.20
<u>November:</u>		
Fong's Restaurant	Christmas Dinner	\$517.21
Baccalieu Images	Sale items for H.h	\$96.25
Button's Marine	J.C.P.	\$149.22
Ocean View Conv.	Mis. Items	\$54.22
Old Perlican Heritage Com	Memorial Wreath	\$20.00
Penney's Transport	Freight	\$17.63
<u>December:</u>		
Receiver General	Tax Remittance	\$123.34

*Recreation Committee*

Morrissey, Lisa	Xmas Gift	\$25.00
Morrissey, Lisa	Social Supplies	\$38.68
North, Tara	Movie Night Supplies	\$43.28
North, Tara	Fundraising/Xmas Gifts & Supper	\$661.84
North, Tara	Social Supplies/Gifts/Postage	\$299.47
Oceanview Convenience	Xmas Social Supplies	\$155.63
St. Barnabas Hall	Boxing Day Rental	\$100.00

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, G. Broderick, K. Coish, G. Coish.

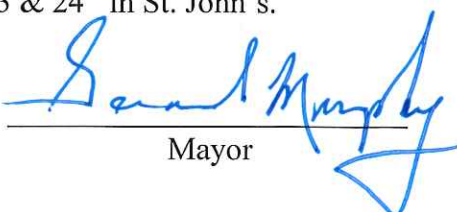
Opposed: 0

Carried.

NEW

BUSINESS: MNL Regional Meeting - January 23 & 24<sup>th</sup> in St. John's.

  
Town Clerk/Manager

  
Mayor





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**15-006**

**Motion:**

K. Coish/G. Broderick

RESOLVE that the Town Clerk/Manager and those councillors that are interested attend this training on behalf of the Town.

Vote:

In favour:

Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, G. Broderick, K.  
Coish, G. Coish.

Opposed:

0

Carried.

- Building Permit Application - 25 Lockyer's Ground

**15-007**

**Motion:**

L. Keats/D. Potter

RESOLVE that this building permit application be approved as requested.

Vote:

In favour:

Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, G. Broderick, K.  
Coish, G. Coish.

Opposed:

0

Carried.

**NOTE:** That Councillors K. Coish and G. Broderick were not present for the discussion or voting on this item as both declared a conflict of interest. The applicant is a family member.

- Vandalism of playground - Request from Recreation - Deferred
- Multi Media Equipment for Town Hall - Deferred

#### DEFERRED ITEMS:

- Human Resource Issues – Deferred
- Tourism options for the Town - Deferred

#### NEXT

**MEETING:** Next regular meeting of council will be held on Wednesday January 21 2015 at 7PM.

**ADJOURN:**

**15-008**

**Motion:**

G. Broderick/G. Coish

RESOLVE that with no further business for discussion the meeting be adjourned at 8:42PM.

Vote:

In favour:

Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, G. Broderick, K.  
Coish, G. Coish.

Opposed:

0

Carried.

Town Clerk/Manager

Mayor





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**Agenda for Council Meeting**  
**January 21st, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held January 7th, 2015.
4. Business arising from the minutes.
  - Eastern Waste Management Update
  - "Cleaning up of the Harbour" Update
  - Pre-Project Engineering Proposal - BAE Newplan Group
  - 2015 Winter Carnival
5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:

**Fm:** Maintenance Operator - Increase in Wage Request

**Fm:** Town Clerk/Manager - Increase in Wage Request

**Fm:** Town Clerk/Manager - Annual Leave Request

**Fm:** Ladies Auxiliary - 2014 Report

**Fm:** Gas Tax Secretariat - Capital Investment Plan Approval

8. Accounts Payable:

Button's Marine	JCP/Bldg Main Supplies	\$693.84
Coish's Trucking	Lights on Pumper Truck	\$220.35
Dept Environment	Ball field Lease	\$1.13
Dept Natural Resources	2015-Quarry Permit	\$160.00
Dicks & Co.	Office Supplies	\$124.04



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Eastern Waste	Monthly Garage Collection Fee	\$3779.10
Eastlink	Internet Charges	\$64.30
Filtrum Inc.	Release of Holdback (Final)	\$19467.25
MAA	1st Qtr Assess Fees	\$2681.00
NFLD Exchequer	2015 Diesel Permit Fee	\$30.00
North, Tara	Travelx2/Bldg.& Social Supp.	\$216.44
North, Tara	Social Supp/Travel-Training	
	Course Fees/Travel-Banking	\$519.51
P. Kelly Electrical	Pumphouse/Bldg Electrical Work	\$3331.80
Penney's Transport	December Courier Fees	\$92.07
Procom	Balance of Upgrade & Support Fee	\$5573.82
Ricoh Canada	4th Qtr Copier Fees	\$317.62
RJG Construction	Release of Holdback (Final)	<u>\$56,257.50</u>
	<b>Total:</b>	<b><u>\$90,529.77</u></b>

*Paid since January 7th Meeting*

NL Power	PRV/LS/HH/CH/GAR/TH	\$1868.76
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*Fire Department Payables*

Anglican Parish of BDV	Donation: Tree of Memories	\$50.00
Foodland	Gift - J. Doyle (birth of baby)	\$21.97
Gas Land	Dec. Gas Receipts	\$201.00
Mic Mac Fire & Safety	Traffic Control Wands	\$127.46
NLAFS	2015 Membership Fees	\$350.00
R.C. Assumption Parish	Donation: In Memory K. Rice	\$40.00
R.C. Assumption Parish	Donation: Tree of Memories	<u>\$50.00</u>
	<b>Total:</b>	<b><u>\$840.43</u></b>

*Heritage Committee Payables - Since December 14th submission*

- No Payables Submitted

*Recreation Committee*

Carbonear Swimming Pool	Balance of Rental Fees	\$75.00
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**Total for all payables by all departments: \$93,313.96**



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9. Committee Reports

10. New Business

- 2015 Fire Fighting Equipment Program
- Safe Drinking Water Workshop - Maintenance Operator
- PMA - Annual Convention - Town Clerk/Manager

11. Deferred Items

- Vandalism of playground - Request from Recreation
- Multi Media Equipment for Town Hall
- Human Resource Issues
- Tourism options for the Town.

12. Time and date of next regular meeting.

13. Adjourn.



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## MINUTES OF MEETING

**JANUARY 21st 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley.

ABSENT: Councillor: G. Coish, G. Broderick.

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:02PM

AGENDA: **15-009 Motion:** D. Potter/J. Emberley  
RESOLVE that the agenda for today's meeting be accepted as submitted.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter.  
Opposed: 0  
Carried.

MINUTES: **15-010 Motion:** D. Potter/K. Coish  
RESOLVE that the minutes of the previous meeting held January 7th be  
accepted as submitted.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter.  
Opposed: 0  
Carried.

### BUSINESS ARISING:

- Eastern Waste Management Update  
-The Town Clerk/Manager updated the council on the communications between Eastern Waste Management and the Town regarding the reduction in bag allotment from 10 to 7 bags per household/business. There is also no contract in place between the Town and Eastern Waste, however they are in the process of developing one. The original contract was between the Town and Trinity Conception North Waste Management, which Eastern Waste Management took over. The Mayor states that he personally signed an agreement which stated it was for a 10 bag limit.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor





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**15-011 Motion:** L. Keats/K. Coish  
RESOLVE that the Town of Bay de Verde write a formal letter to Eastern Waste Management that as per the original agreement the Town insists that the 10 bag allotment per household continue until such time that the contract is re-tendered.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

- "Cleaning up of the Harbour" Update  
- Quinlan Brother's Ltd. has not responded to the update request sent via email on January 8th.

**15-012 Motion:** K. Coish/L. Keats  
RESOLVE that the Town Office resend a second request for an update via Registered Mail to Robin Quinlan giving a two week deadline for a response. As well to notify them that once the plant begins production a request for an inspection will be sent to Department of Environment to test the effluent coming out of the plant.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

- Pre-Project Engineering Proposal - BAE Newplan Group  
- Proposal has been received for Phase One of Sewer Services.  
- Discussion to be held under the Mayor's Report.
- 2015 Winter Carnival  
-Invitations were given to all members of the Council for the Opening Ceremonies on Sunday February 15th. The Mayor read the budget to Council and all Councillors were given a copy of the events listing.  
-A discussion was held about how the Carnival was being advertised.

  
Town Clerk/Manager

  
Mayor



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[towncouncilbdv@persona.ca](mailto:towncouncilbdv@persona.ca)

**15-013 Motion:** D. Potter/K. Coish  
RESOLVE that the Town sponsor an ad on the Ad Channel to promote the Winter Carnival for a 2 week period.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

MAYOR'S  
REPORT:

- A discussion was held regarding the proposal for Phase One received by BAE Newplan.

**15-014 Motion:** K. Coish/L. Keats  
RESOLVE that the Town proceed with the project as determined to be Phase One for sewer expansion services for \$517,650.87 and request that the BAE Newplan Group proceed to tender on this project.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

MAINTENANCE  
REPORT:

- Had to order a new chlorine tester for \$494.00 as the current one has failed and is over 10 years old.
- A shaker for the sander is needed to break up the sand as it is clumping in the truck and not flowing properly.

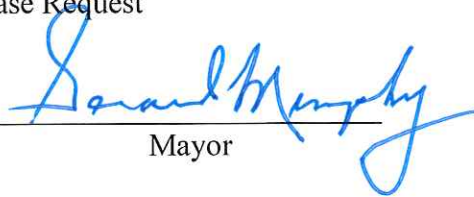
**15-015 Motion:** D. Potter/L. Keats  
RESOLVE to that the Town purchase the sand shaker for the truck.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

CORRESPONDENCE  
RECEIVED:

**Fm:** Maintenance Operator – Wage Increase Request

  
Town Clerk/Manager

  
Mayor



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**15-016 Motion:** D. Potter/J. Emberley  
RESOLVE that the Maintenance Operator receive \$0.25/hr wage increase effective January 1st, 2015.  
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

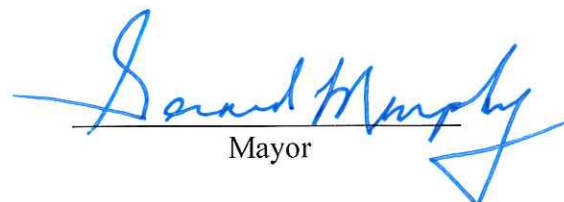
**Fm:** Town Clerk/Manager - Increase in Wage Request - 0.25/hr.  
**15-017 Motion:** K. Coish/L. Keats  
RESOLVE that the Town Clerk/Manager receive \$0.25/hr wage increase effective January 1st, 2015.  
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

**Fm:** Town Clerk/Manager - Annual Leave Request  
**15-018 Motion:** K. Coish/L. Keats  
RESOLVE that the Town Clerk/Manager be granted annual leave from March 23-30, 2015.  
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

**Fm:** Ladies Auxiliary - 2014 Financial Report  
**15-019 Motion:** D. Potter/K. Coish  
RESOLVE that the 2014 Financial Report submitted by the Ladies Auxiliary be accepted as submitted.  
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter.  
Opposed: 0  
Carried.

**Fm:** Gas Tax Secretariat - Capital Investment Plan Approval  
- NOTED and FILED

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor





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## ACCOUNTS

### PAYABLE:

**15-020**

### Motion:

L. Keats/J. Emberley

RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed and updated:

Button's Marine	JCP/Bldg Main Supplies	\$693.84
Coish's Trucking	Lights on Pumper Truck	\$220.35
Dept Environment	Ball field Lease	\$1.13
Dept Natural Resources	2015-Quarry Permit	\$160.00
Dicks & Co.	Office Supplies	\$124.04
Eastern Waste	Monthly Garage Collection Fee	\$3779.10
Eastlink	Internet Charges	\$64.30
Filtrum Inc.	Release of Holdback (Final)	\$19467.25
MAA	1st Qtr Assess Fees	\$2681.00
NFLD Exchequer	2015 Diesel Permit Fee	\$30.00
North, Tara	Travelx2/Bldg. & Social Supp.	\$216.44
North, Tara	Social Supp/Travel-Training	
	Course Fees/Travel-Banking	\$519.51
P. Kelly Electrical	Pumphouse/Bldg Electrical Work	\$3331.80
Penney's Transport	December Courier Fees	\$92.07
Procom	Balance of Upgrade & Support Fee	\$5573.82
Ricoh Canada	4th Qtr Copier Fees	\$317.62
RJG Construction	Release of Holdback (Final)	\$56,257.50

### *Paid since January 7th Meeting*

NL Power	PRV/LS/HH/CH/GAR/TH	<u>\$1868.76</u>
<b>TOTAL:</b>		<b><u>\$95,398.53</u></b>

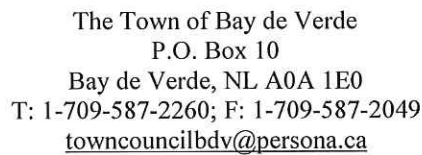
### *Fire Department Payables*

Anglican Parish of BDV	Donation: Tree of Memories	\$50.00
Foodland	Gift - J. Doyle (birth of baby)	\$21.97
Gas Land	Dec. Gas Receipts	\$201.00
Mic Mac Fire & Safety	Traffic Control Wands	\$127.46
NLAFS	2015 Membership Fees	\$350.00
R.C. Assumption Parish	Donation: In Memory K. Rice	\$40.00
R.C. Assumption Parish	Donation: Tree of Memories	\$50.00
<b>TOTAL:</b>		<b><u>\$840.43</u></b>

Town Clerk/Manager

Mayor





- No Payables Submitted

Carbonear Swimming Pool	Balance of Rental Fees	\$75.00
-------------------------	------------------------	---------

**TOTAL:      \$75.00**

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter.

Opposed: 0

Carried.

- 2015 Fire Protection Assistance Program

**15-021 Motion:** L. Keats/J. Emberley

RESOLVE that the Town apply for 12 bunker suits as requested by the Fire Department under the 2015 Fire Protection Assistance Program.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter.

Opposed: 0

Carried.

- Safe Drinking Water Workshop for the Maintenance Operator

**15-022**                      **Motion:**                      K. Coish/D. Potter

RESOLVE that the Maintenance Operator attend this training March 24-26.

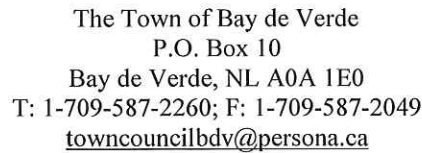
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter.

Opposed: 0

Carried.

- PMA - Annual Convention for the Town Clerk/Manager

Mayor



**Vote:** In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
 Councillors: K. Coish, J. Emberley, D. Potter.  
 Opposed: 0  
 Carried.

DEFERRED  
ITEMS:

- Vandalism of playground
- The Recreation Committee would like the Council to send out a letter regarding the problem with vandalism on the playground. As per a discussion of council this matter will be added to the Newsletter.
- Multi Media Equipment for Town Hall  
DEFERRED
- Human Resource Issues  
DEFERRED
- Tourism options for the Town  
DEFERRED

NEXT

MEETING: Next regular meeting of council will be held on Wednesday February 4th at 7PM.

ADJOURN:

**15-024 Motion:** L. Keats/D. Potter  
RESOLVE that with no further business for discussion the meeting be adjourned at 9:06pm.

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter.
	Opposed:	0
		Carried.

Town Clerk/Manager

Mayor



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**Agenda for Council Meeting**  
**February 4th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held January 7th, 2015.
4. Business arising from the minutes.
5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:

**Fm:** Amendment to *Municipalities Act* – Sell/Lease/Dispose of Property

**Fm:** PMA – Request for donations for convention

**Fm:** Land Use Planning Office – Registration of Waterline Expropriation

8. Accounts Payable:

Bell Aliant	TH/HH/FD/FE	\$430.77
Bell Mobility	Cellular Charges	\$71.90
Button's Marine	JCP Supplies	\$320.62
Cal LeGrow	Fire Dept Accident Ins.	\$1538.00
Channel 6 Ads	2 Week Carnival Advertising	\$78.00
Irving Energy	Dyed Diesel/Propane/Heater Instal.	\$5025.14
Joint Mayors	2015 Fees	\$200.00
NL Power	Street Lights	\$2058.48
Oceanview	Council Meeting Supplies	\$34.58

**TOTAL** **\$9757.49**

	<i>Paid since January 21<sup>st</sup> Meeting</i>	
Dale Walsh	Clothing/Cell Charges	\$325.97

**TOTAL COUNCIL PAYABLES: \$10,083.46**



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*Fire Department Payables*

- No payables to report this period

*Heritage Committee Payables - Since December 14th submission*

Dicks & Co.	Office Supplies	\$61.47
Dicks & Co.	Office Supplies	\$248.39
Cecil Coish	Paintings	\$200.00
Canada Post	Postage/Envelopes	\$108.15
<b><u>TOTAL</u></b>		<b><u>\$618.01</u></b>

*Recreation Committee*

Carol Coish	Card Game Supplies	\$40.58
NLFD Exchequer	1% Bingo Licence Fees	\$25.50
North, Tara	Pool Day Supplies	\$191.14
Oceanview	Card Game Supplies	\$41.84
<b><u>TOTAL</u></b>		<b><u>\$299.06</u></b>

**TOTAL PAYABLES: \$11000.53**

9. Committee Reports

10. New Business

- Interim Dumping Request from Quinlan Brother's Ltd.
- Disposal of Town Assets

11. Deferred Items

- Multi Media Equipment for Town Hall
- Human Resource Issues
- Tourism options for the Town.

12. Time and date of next regular meeting.

13. Adjourn.





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MINUTES OF MEETING  
**February 4th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Broderick.

ABSENT: Councillor: G. Coish.

CALL TO  
ORDER: Meeting was called to order by the Deputy Mayor at 7:03PM

AGENDA: **15-025 Motion:** D. Potter/J. Emberley  
RESOLVE that the agenda for today's meeting be accepted as submitted.

Vote: In favour: Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

MINUTES: **15-026 Motion:** G. Broderick/D. Potter  
RESOLVE that the minutes of the previous meeting held January 21st be  
accepted as submitted.

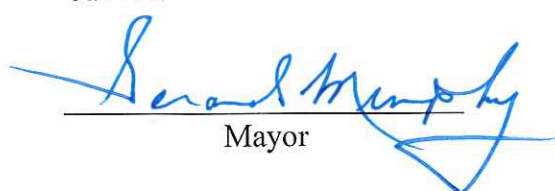
Vote: In favour: Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

BUSINESS  
ARISING:

- Clean up Harbour - Registered Mail did not arrive and got lost.  
**15-027 Motion:** K. Coish/G. Broderick  
RESOLVE to send a 3rd letter via Penney's Courier to Robin Quinlan giving a  
2 week deadline for a response.

Vote: In favour: Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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- Eastern Waste Management
- The letter that was approved to be sent from the previous meeting has not been sent as the Town Clerk/Manager still has not found the contract.

**NOTE:** Mayor Murphy arrived at 7:18PM and assumed his role as chairman of the meeting.

#### MAYOR'S REPORT:

- The first draft of the newsletter is complete and will be reviewed by the Mayor.
- The Mayor requested an update on the tendering documents.
- BAE Newplan is in the process of creating the Consultant's Agreement and Tender Documents for the Town's approval.

#### MAINTENANCE REPORT:

- The Maintenance Operator reported that he received the shaker for the sander, however it needs to be installed. He also reported that he received the new pocket chlorination testing kit and that his hand is fine and he has no restrictions or damage.

#### CORRESPONDENCE RECEIVED:

**Fm:** Amendment to *Municipalities Act* – Sell/Lease/Dispose of Property  
- Made available to councillors for review.

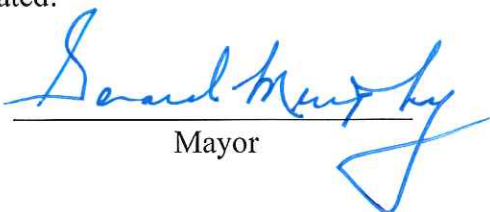
**Fm:** PMA – Request for donations for convention  
-FILE

**Fm:** Land Use Planning Office – Registration of Waterline Expropriation  
-The expropriation of the land for the waterline from Ladder Point Road to Broom Cove Road has been processed and registered with the Registry of Deeds.

#### ACCOUNTS PAYABLE:

**15-028 Motion:** K. Coish/L. Keats  
RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed and updated:

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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Bell Aliant	TH/HH/FD/FE	\$430.77
Bell Mobility	Cellular Charges	\$71.90
Button's Marine	JCP Supplies	\$320.62
Cal LeGrow	Fire Dept Accident Ins.	\$1538.00
Channel 6 Ads	2 Week Carnival Advertising	\$78.00
Irving Energy	Dyed Diesel/Propane/Heater Instal.	\$5025.14
Joint Mayors	2015 Fees	\$200.00
NL Power	Street Lights	\$2058.48
Oceanview	Council Meeting Supplies	\$34.58

**TOTAL \$9757.49**

*Paid since January 21<sup>st</sup> Meeting*

Dale Walsh	Clothing/Cell Charges	\$325.97
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**TOTAL COUNCIL PAYABLES: \$10,083.46**

*Fire Department Payables*

- No payables to report this period

*Heritage Committee Payables - Since December 14th submission*

Dicks & Co.	Office Supplies	\$61.47
Dicks & Co.	Office Supplies	\$248.39
Cecil Coish	Paintings	\$200.00
Canada Post	Postage/Envelopes	\$108.15

**TOTAL \$618.01**

*Recreation Committee*

Carol Coish	Card Game Supplies	\$40.58
NLFD Exchequer	1% Bingo Licence Fees	\$25.50
North, Tara	Pool Day Supplies	\$191.14
Oceanview	Card Game Supplies	\$41.84

**TOTAL \$299.06**

**TOTAL PAYABLES: \$11,000.53**

  
Town Clerk/Manager

  
Mayor





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Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

NEW  
BUSINESS:

- Interim Dumping Request from Quinlan Brother's Ltd.

- Quinlan Brother's Ltd. requested a letter of support from the Town for their interim dumping of shrimp/crab offal request in the old dumping site in Bay de Verde. After a phone poll of councillors the letter was sent. The following councillors approved: Mayor Murphy, Deputy Mayor Keats, Councillors: G. Coish, Potter, and Emberley. Councillor Broderick wanted a timeline restriction placed in the letter and Councillor K. Coish was opposed to this request and believed a meeting should have been called to discuss the matter. In the end the letter was sent as a majority of the council approved the request.

- A discussion was held that the Town does not have the decision making ability to grant them access to dump within our boundaries as this decision is up to the Department of Environment.

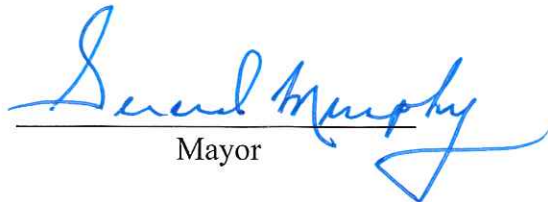
- Disposal of Town Assets

-A list of Town property that needs to be disposed of was listed for council's review.

**15-029 Motion:** G. Broderick/K. Coish  
RESOLVE that the carpet cleaner be kept and stored in the basement storage area until it is needed for the remaining rugs/carpets in the building, the usable part of the old office desk is to be offered to the Fire Department and the 4 tires from the dump truck will be sold.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

  
Town Clerk/Manager

  
Mayor





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- Communication with residents by the Town Office.  
-Deputy Mayor Keats stated someone came to his house asking if he knew that the Town Office sent a request to have the shed that blew down on Ladder Point Road cleaned up. The Town Clerk/Manager confirmed an email had been sent to the resident asking for an update on when the debris could be cleaned up. The Deputy Mayor felt that this request should not have come from the Town Clerk/Manager. The Deputy Mayor was reminded that this was part of the Clerk/Manager's job description and within her rights to do without council consultation. The Deputy Mayor further stated that he does not want any communication with residents by the Town Office unless it is discussed by Council first.
- Lowering of the flags in the event of a resident's death.  
-The Deputy Mayor questioned the practice of lower the flag for residents when they die. He stated that he received complaints that the flag was not lowered for Sister Monica Moore and Gene Keyes. The Deputy Mayor was informed that Ms. Moore no longer resides in Bay de Verde and was not brought home for burial. Furthermore, Mr. Keyes was no longer living in Bay de Verde and the Town Staff were not aware of him coming home for burial. Once that information was received, the flags were lowered for Mr. Keyes. It was also stated that none of these complaints were received or told to the Town Office or staff so they could rectify the issue immediately.  
-A suggestion was made by the Mayor to check the official protocols on the flag lowering.

NOTE: Councillor G. Broderick departed the meeting at 8:00PM.

- Death of Llewellyn Riggs  
**15-030 Motion:** D. Potter/L. Keats  
RESOLVE that the Town order and deliver a food trays to the funeral home in Old Perlican for the family of Mr. Riggs.

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter.
	Opposed:	0
		Carried.

DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor



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- Human Resource Issues

-A discussion was held regarding the Heritage House Manager position and the fact that there was no job description or current contract in place.

**15-031 Motion:** K. Coish/L. Keats

RESOLVE that the Heritage Committee be written a letter asking them to provide a job description for this position as soon as possible so that a job description and contract can be drafted.

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter.
	Opposed:	0
Carried.		

- Tourism options for the Town  
DEFERRED

NEXT

MEETING: Next regular meeting of council will be held on Wednesday February 25 at 7PM.

ADJOURN:

**15-032 Motion:** L. Keats/D. Potter

RESOLVE that with no further business for discussion the meeting be adjourned at 8:18PM

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter.
	Opposed:	0
Carried.		

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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### **Agenda for Council Meeting**

**February 25th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held February 4th, 2015.
4. Business arising from the minutes.

- Winter Carnival
- Clean up of the Harbour Update

5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:

**Fm:** Dept MAIA - Municipal Affairs Training-May 28-29

**Fm:** Town of Old Perlican - Basic Emergency Management Training

**Fm:** Baccalieu Collegiate - Yearbook Sponsorship

**Fm:** Resident on Highland Road - Water Exemption Request

**Fm:** CCNL - Green Team Project 2015

8. Accounts Payable:

BAE Newplan Group	Professional Fees (Nov & Dec)	\$56002.25
Bell Aliant	HH/FE	\$158.08
Button's Marine	JCP Supplies	\$185.22
Coish's Trucking	Stone for Roadwork	\$1073.50
Credit Recovery	Collection Fees	\$664.44
Dick's & Co.	Office Supplies (Paper/Envelopes)	\$84.95
Eastlink	Monthly Internet Charges	\$62.04
Hindy's Home Hardware	JCP Supplies	\$318.49





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Irving Energy	Dyed Diesel	\$745.39
Terra Nova Doors	Garage Door Service/Maint.	\$724.90
<b><u>TOTAL</u></b>		<b><u>\$60,019.26</u></b>

*Paid since February 4th Meeting*

Baccalieu Animal Hospital	Euthanasia of Stray Cats	\$206.79
Eastern Waste Management	Monthly Garage Fees	\$3779.10
Gas Land Ltd.	Maintenance Travel	\$35.00
HACH	Pocket Chlorine Test Kit	\$605.68
H&H Auto	Shaker for Sander	\$604.55
Newfoundland Power	Power - LS/CH/PRV/TH/HH/GAR	\$1967.53
<b><u>TOTAL</u></b>		<b><u>\$7198.65</u></b>

**TOTAL COUNCIL PAYABLES: \$67,217.91**

*Fire Department Payables*

Baccalieu Collegiate	Yearbook Sponsorship	\$30.00
Bell Mobility	Van Mobile Charges	\$29.89
Brookside Flowers	Arrangement-L. Riggs	\$56.50
Eastern Medical Supplies	Masks & Straps-Medical Equip.	\$81.36
Gas Land Ltd.	Bingo & Miscellaneous Travel	\$45.00
K&D Pratt	SCBA Inspection/Testing Fees	\$375.98
Penney's Transport	Courier Fees - SCBA Tanks	\$48.82
Vital Aire	Medical Oxygen	\$41.19
<b><u>TOTAL</u></b>		<b><u>\$708.74</u></b>

*Heritage Committee Payables - Jan 28th - Feb 9th, 2015*

Museum Assoc. NL	Membership Renewal	\$40.00
Town of Bay de Verde	Donation to Kids Group	\$50.00
Molly Walsh	Travel	\$45.36
Carl Riggs	Travel (Aug 08-14-Jan 32/15)	\$255.15
Dicks & Company Ltd.	Supplies	\$244.57
Baccalieu Images	Sale items-Heritage Premises (caps)	\$793.83
<b><u>TOTAL</u></b>		<b><u>\$1428.91</u></b>





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*Recreation Committee*

Bay de Verde Kids Group	Winter Carnival Donation	\$50.00
Coish's Trucking	Bus Rental for Pool Day	\$254.25

**TOTAL**      **\$304.25**

**TOTAL PAYABLES:**      **\$69,659.81**

9. Committee Reports

10. New Business

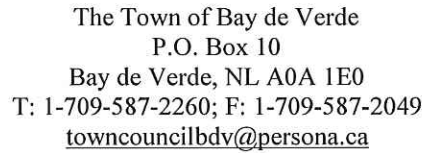
- Fire Department & Town Council Anniversary Celebration
- Town Emergency Plan Update/Approval
- Garage Door replacement Quote

11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town.

12. Time and date of next regular meeting.

13. Adjourn.



**February 25th 2015**

Mayor



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-The turnout at the events was high with over a hundred people attending numerous events throughout the week. Attendees came from both shores and allowed for many people from different communities to partake in the activities planned.

-The leaders of the Kids Group were very happy with what they were able to accomplish in such a short period of time. As a result, they requested that council allow them to plan and host another Winter Carnival again in 2016.

**15-035 Motion:** D. Potter/G. Broderick  
RESOLVE that the Town of Bay de Verde endorse the leaders of the Bay de Verde Kids Group request to host another carnival in the winter of 2016.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

- Clean up of the Harbour Update
- The Council had a teleconference with Robin Quinlan during the meeting regarding council's request to have Quinlan Brother's clean up the harbour.
- Mr. Quinlan briefed council on the company's ideas and goals of solving the odour and effluent coming from the plant when processing shrimp.
- As a result of this conversation it was stated that a solution will not occur in 2015 but will hopefully occur by the onset of the fishing season in 2016.
- Both the Deputy Mayor and Mayor voiced their concerns regarding the smell in the harbour to ensure that Mr. Quinlan was aware of the seriousness of the issue that concerns the residents of Bay de Verde.

#### MAYOR'S

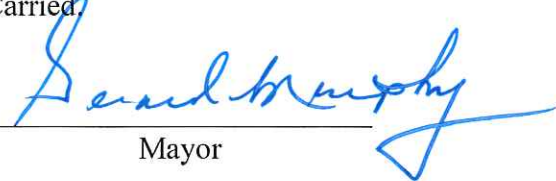
REPORT: Update on Sewer PCA agreement and tendering document.

**15-036 Motion:** K. Coish/G. Broderick  
RESOLVE that the Town demand that BAE Newplan Group go to tender on the sewer expansion project before March 31st, 2015 or the Town will go source these services elsewhere.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor





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## MAINTENANCE REPORT:

- The shaft was broke on the garage door so it was repaired and maintenance was completed on the Fire Bay doors. This maintenance should be done annually but has not been.
- The shaker has been installed on the truck and is working great.
- JCB lift pump was broken and needs replacing. The part still has not arrived; therefore the backhoe is not fixed. It will be floated back to Bay de Verde as soon as it is fixed.
- The chlorine was reported as high again so it has been cut back.

## CORRESPONDENCE RECEIVED:

**Fm:** Dept MAIA - Municipal Affairs Training-May 28-29  
-The Town Clerk/Manager will attend this training.

**Fm:** Town of Old Perlican - Basic Emergency Management Training  
-The Town Clerk/Manager and Maintenance Operator will attend this training.

**Fm:** Baccalieu Collegiate - Yearbook Sponsorship

**15-037 Motion:** D. Potter/G. Broderick  
RESOLVE that the Town sponsor a full page ad at a cost of \$30.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.

Opposed: 0

Carried.

**Fm:** Resident on Highland Road - Water Exemption Request  
- DEFERRED until the Town Clerk/Manager can receive clarification on the issue from Municipal Affairs.

**Fm:** CCNL - Green Team Project 2015  
-FILE

## ACCOUNTS PAYABLE:

**15-038 Motion:** L. Keats/G. Broderick  
RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed and updated:

  
Town Clerk/Manager

  
Mayor





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BAE Newplan Group	Professional Fees (Nov & Dec)	\$56002.25
Bell Aliant	HH/FE	\$158.08
Button's Marine	JCP Supplies	\$185.22
Coish's Trucking	Stone for Roadwork	\$1073.50
Credit Recovery	Collection Fees	\$664.44
Dick's & Co.	Office Supplies (Paper/Envelopes)	\$84.95
Eastlink	Monthly Internet Charges	\$62.04
Hindy's Home Hardware	JCP Supplies	\$318.49
Irving Energy	Dyed Diesel	\$745.39
Terra Nova Doors	Garage Door Service/Maint.	\$724.90
Tara North	Fireworks for the Winter Carnival	\$507.38
<b><u>TOTAL</u></b>		<b><u>\$60,526.64</u></b>

*Paid since February 4th Meeting*

Baccalieu Animal Hospital	Euthanasia of Stray Cats	\$206.79
Eastern Waste Management	Monthly Garbage Fees	\$3779.10
Gas Land Ltd.	Maintenance Travel	\$35.00
HACH	Pocket Chlorine Test Kit	\$605.68
H&H Auto	Shaker for Sander	\$604.55
Newfoundland Power	Power - LS/CH/PRV/TH/HH/GAR	\$1967.53
<b><u>TOTAL</u></b>		<b><u>\$7198.65</u></b>

**TOTAL COUNCIL PAYABLES: \$67,725.29**

*Fire Department Payables*

Baccalieu Collegiate	Yearbook Sponsorship	\$30.00
Bell Mobility	Van Mobile Charges	\$29.89
Brookside Flowers	Arrangement-L. Riggs	\$56.50
Eastern Medical Supplies	Masks & Straps-Medical Equip.	\$81.36
Gas Land Ltd.	Bingo & Miscellaneous Travel	\$45.00
K&D Pratt	SCBA Inspection/Testing Fees	\$375.98
Penney's Transport	Courier Fees - SCBA Tanks	\$48.82
Vital Aire	Medical Oxygen	\$41.19
<b><u>TOTAL</u></b>		<b><u>\$708.74</u></b>

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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*Heritage Committee Payables - Jan 28th - Feb 9th, 2015*

Museum Assoc. NL	Membership Renewal	\$40.00
Town of Bay de Verde	Donation to Kids Group	\$50.00
Molly Walsh	Travel	\$45.36
Carl Riggs	Travel (Aug 08-14-Jan 32/15)	\$255.15
Dicks & Company Ltd.	Supplies	\$244.57
Baccalieu Images	Sale items-Heritage Premises (caps)	\$793.83

**TOTAL**      **\$1428.91**

*Recreation Committee*


Bay de Verde Kids Group	Winter Carnival Donation	\$50.00
Coish's Trucking	Bus Rental for Pool Day	\$254.25

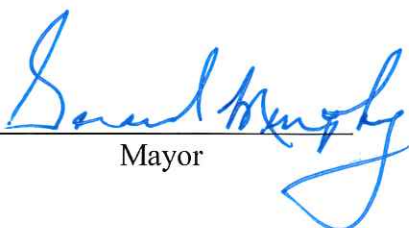
**TOTAL**      **\$304.25**

**TOTAL PAYABLES:**      **\$70,167.19**

NEW  
BUSINESS:

- Fire Department & Town Council 40th Anniversary Celebration  
-The Town Clerk/Manager will write letters to Fire Department and Ladies Auxiliary requesting members in order to form a Committee.
- Town Emergency Plan Update/Approval  
-The Town Office received notification from Fire Emergency Services that our Town Emergency Plan has not been approved to date and requires some modifications. As a result a meeting has been scheduled for March 3rd at 1PM. It was also noted that Councillor: G. Coish will replace former Councillor C. Potter on this planning committee.
- Garage Door replacement Quote  
- A quote was received in order to replace one of the Fire Bay garage doors. This repair will be moved to "deferred items" and will be addressed in the fall.
- Request from Newfoundland Power  
- A request has been received by Newfoundland Power to erect a pole for the residence being placed on Emberley's Point Road by Quinlan Brothers Ltd.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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**15-039 Motion:** L. Keats/K. Coish  
RESOLVE that the request to erect a pole for the residence on Emberley's Point Road be approved.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

- Status of JCP
- An update was given regarding the status of the JCP. It was noted that the Fire Hall Roof is still leaking at the section where the two buildings join. The problem is resulting from the company not removing the siding when the shingling was done and placing the flashing in this area after the fact.
- The Town Clerk/Manager will contact the contractor on this project again.

DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED

NEXT

MEETING: Next regular meeting of council will be held on Wednesday March 11th at 7PM.

ADJOURN:

**15-040 Motion:** G. Broderick/J. Emberley  
RESOLVE that with no further business for discussion the meeting be adjourned.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

  
Town Clerk/Manager

  
Mayor





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**Agenda for Council Meeting**  
**March 11th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held February 25th, 2015.
4. Business arising from the minutes.
  - Town Emergency Plan Update/Approval
  - Eastern Waste Management Update
  - Sewer Expansion Project
  - Heritage House Manager Contract/Job Description
  - Fire Department & Town Council Anniversary Celebration
  - Resident on Highland Road - Water Exemption Request
5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:

**Fm: Knights of Columbus – Donation Request**

8. Accounts Payable:

Bell Aliant	Telephone/Advertising-FD/TH	\$306.75
Bell Mobility	Monthly Cellular Charges	\$67.53
Brenntag	Chlorine Cylinders	\$812.50
Dicks & Company	Office Supplies	\$81.08
Eastern Waste Management	Monthly Garbage Fees	\$3779.10
Irving Energy	Propane/Dyed Diesel	\$2286.27
Newfoundland Power	Street Lights	\$2058.48
Receiver General	Communication Licences	\$717.00

**TOTAL**      **\$10,108.71**

*Paid since February 25th Meeting*

North, Tara	Supplies/Postage/Travel	\$268.76
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**TOTAL COUNCIL PAYABLES: \$10,377.47**

*Fire Department Payables*

Button's Marine	Equipment Supplies	\$63.66
Dicks & Co	Office Supplies	\$81.08
Foodland	Gift Basket – T. Noonan	\$10.00
Gas Land	Bingo Travel	\$20.00

**TOTAL        \$174.74**

*Heritage Committee Payables - Jan 28th - Feb 9th, 2015*

No payables submitted since Feb 9th report.

*Recreation Committee*

Bay de Verde Ladies Aux.	Coffee Urn	\$45.00
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**TOTAL        \$45.00**

**TOTAL PAYABLES:        \$10,597.21**

9. Committee Reports

10. New Business

- Reduction in the Shrimp Quotas
- 2015 Volunteer Week
- Disclosure Statements

11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote
- Clean up of the Harbour

12. Time and date of next regular meeting.

13. Adjourn.



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## MINUTES OF MEETING

**March 11th 2015**

**PRESENT:** Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Coish, G. Broderick.

### CALL TO

**ORDER:** Meeting was called to order by the Mayor at 7:03PM

**AGENDA: 15-041 Motion:** G. Coish/J. Emberley  
**RESOLVE** that the agenda for today's meeting be accepted as submitted.

**Vote:** In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
**Opposed:** 0  
Carried.

**MINUTES: 15-042 Motion:** G. Broderick/D. Potter  
**RESOLVE** that the minutes of the previous meeting held February 25th be accepted as submitted.

**Vote:** In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
**Opposed:** 0  
Carried.

### BUSINESS ARISING:

- Town Emergency Plan Update/Approval  
-The Town Clerk/Manager, Fire Chief, Maintenance Operator, Councillor Emberley and Fireman J. Doyle all met with Fire & Emergency Services regarding the Town's Emergency Plan. The plan requires updating. The Town Clerk/Manager will do the updates and bring it back to council for approval.

  
Mayor

  
Town Clerk/Manager



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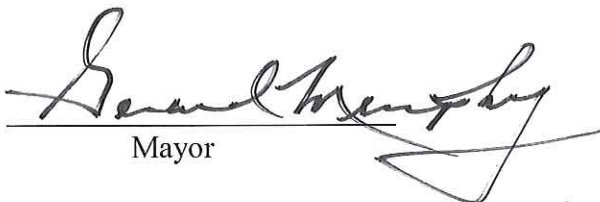
- Eastern Waste Management Update
  - The Town Clerk/Manager did not write the letter to Eastern Waste as per a request from a previous meeting. The Council was informed that the letter was not written because Eastern Waste has the right to change the terms of the scope of work whenever they wish. Furthermore if there are changes these need to be communicated with the contractor not the Town.
  - Bay de Verde will sign their own independent contract with Eastern Waste when the current contract expires in April 2016.
  - A discussion was held regarding the changes that will occur in the future as the waste management strategy advances.
- Sewer Expansion Project
  - The Council was briefed on the recent email from the engineer stating what houses can be picked up in the expansion and which ones cannot. The Council wants to meet with engineer about this. The Town Office is to book this appointment as soon as possible in order to receive clarification.
- Heritage House Manager Contract/Job Description
  - The Heritage Committee sent a note to Council stating they have a meeting on March 16th with the general membership and this topic will be discussed at that time.
- Fire Department & Town Council Anniversary Celebration
  - The Fire Department and Ladies Auxiliary has submitted names in order to form a planning committee.
- Resident on Highland Road - Water Exemption Request
  - A discussion was held regarding the use of the building and that the modifications were done without the consent of Council or government services. The Council is still requesting further clarification on this issue from Municipal Affairs.

MAYOR'S  
REPORT:

- The newsletter is still in the works.

MAINTENANCE  
REPORT:

- Nothing to report at this time.

  
Mayor

  
Town Clerk/Manager



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CORRESPONDENCE  
RECEIVED:

**Fm: Knights of Columbus – Donation Request**

**15-043 Motion:** J. Emberley/K. Coish  
RESOLVE that the Town of Bay de Verde make a \$30 donation to this organization for their annual Speak Off.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

**Fm: Dept. Mines & Energy - Quarry Permit**  
-The Town of Bay de Verde's annual Quarry Permit has been approved.  
FILE

ACCOUNTS  
PAYABLE:

**15-044 Motion:** L. Keats/G. Broderick  
RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed and updated:

Bell Aliant	Telephone/Advertising-FD/TH	\$306.75
Bell Mobility	Monthly Cellular Charges	\$67.53
Brenntag	Chlorine Cylinders	\$812.50
Dicks & Company	Office Supplies	\$81.08
Eastern Waste Management	Monthly Garbage Fees	\$3779.10
Irving Energy	Propane/Dyed Diesel	\$2286.27
Newfoundland Power	Street Lights	\$2058.48
Receiver General	Communication Licences	\$717.00
<b><u>TOTAL</u></b>		<b><u>\$10,108.71</u></b>

*Paid since February 25th Meeting*

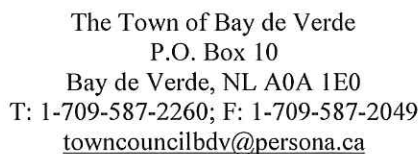
North, Tara	Supplies/Postage/Travel	\$268.76
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**TOTAL COUNCIL PAYABLES: \$10,377.47**

  
Mayor

  
Town Clerk/Manager





Button's Marine	Equipment Supplies	\$63.66
Dicks & Co	Office Supplies	\$81.08
Foodland	Gift Basket – T. Noonan	\$10.00
Gas Land	Bingo Travel	\$20.00
	<b>TOTAL</b>	<b>\$174.74</b>

**TOTAL PAYABLES:      \$10,597.21**

## 4



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- 2015 Volunteer Week  
-Volunteer Week is from April 12th to 18th. It is requested that the Town make a proclamation recognizing this week as Volunteer Week and to recognize the many people who contribute to our community volunteering.  
-Proclamation was signed by the Mayor.
- Disclosure Statements  
-All Councillors and Municipal employees are required to sign disclosure statements on an annual basis. These forms were completed and submitted to the Town Clerk/Manager for filing.
- SCBA purchase  
-The Fire Department had their SCBAs tested. The Fire Department requests the Town purchase two new SCBAs after two were considered condemned during testing.

**15-046 Motion:** G. Coish/J. Emberley  
RESOLVE that the Town purchase this equipment for the Fire Department.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Coish.  
Opposed: G. Broderick  
Carried.

- The Chairman of the Harbour Authority notified Council that there may be a project going ahead to expand the breakwater. If granted the moving of these rocks will begin this year. They will be stock piled and then installed the following year.
- 2014 Audit Services  
-The Town Office received a letter from the current auditor Kevin Thorne. He stated he will no longer be providing auditing services to the Town.  
-The Town Clerk/Manager is to obtain quotes for audit services from other auditors and bring this information to the next meeting.
- A discussion was held regarding the continued costs associated with maintaining the JCB backhoe. The company is to be contacted regarding these costs and why there are continued problems in such a young machine.

  
Mayor

  
Town Clerk/Manager



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DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall
- Clean up of the Harbour  
DEFERRED to the Spring 2016


NEXT

MEETING: Next regular meeting of council will be held on Wednesday April 8th at 7PM.

ADJOURN:

**15-047 Motion:** G. Broderick/G. Coish  
RESOLVE that with no further business for discussion the meeting be adjourned at 8:55PM

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter, G. Broderick, G. Coish.
	Opposed:	0 Carried.

  
Mayor

  
Town Clerk/Manager



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MINUTES OF SPECIAL MEETING  
**March 12th 2015**

PRESENT: Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Coish.

ABSENT: Mayor G. Murphy  
Councillor: G. Broderick

CALL TO  
ORDER: Meeting was called to order by the Deputy Mayor at 4:40PM

PURPOSE

OF MEETING: The meeting was called in order to discuss the following issue:

1. Sewer Expansion Project

-Keith Bartlett from BAE Newplan Group, at the request of Council came to Bay de Verde to clarify the issues regarding which homes can and cannot be serviced in Phase One of the Sewer Expansion Project.

-The question and discussion is surrounding depth. Mr. Bartlett explained that the standard on our current system is 6.5' deep.

-After reviewing all 11 homes in this phase, it was determined that only 7 can be serviced. Two homes were already serviced and the residents at 22 and 24A Cherry Hill Road cannot be serviced due to depth issues.


-The Deputy Mayor thanked Mr. Bartlett for coming and clarifying their concerns.

ADJOURN:

**15-048 Motion:** K. Coish/J. Emberley  
RESOLVE that with no further business for discussion, the Special Meeting again be adjourned at 5:43PM.

Vote: In favour: Deputy Mayor L. Keats.  
Councillors: G. Coish, K. Coish, J. Emberley, D. Potter  
Opposed: 0

Carried.

  
Mayor

  
Town Clerk/Manager





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### **Agenda for Council Meeting**

**April 8th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held March 11th and of the Special Meeting held March 12th, 2015.
4. Business arising from the minutes.
  - Sewer Expansion Project - Tender Documents & PCA
  - Resident on Highland Road - Water Exemption Request
  - 2014 Auditing Services
  - Heritage House Manager Contract/Job Description
5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:
  - Fm:** Municipalities NL – Municipal Symposium
  - Fm:** Service NL – Permit for Quinlan Brother's Ltd.
  - Fm:** Advanced Education & Skills - Student Employment Programs
8. Accounts Payable:

Acklands-Grainger	SCBA Testing	\$113.00
BAE Newplan Group	Prof. Fees - Dec 2014	\$936.77
Bell Aliant	Telephone/Advertising-FD/TH	\$299.32
Bell Mobility	Monthly Cellular Charges	\$75.68
Button's Marine	Flags & Garage Supplies	\$376.38
Coish's Trucking	2 Loads of Sand	\$339.00
Eastern Waste Management	Monthly Garbage Fees	\$3779.10
Irving Energy	Propane/Dyed Diesel	\$2197.09
Municipal Assess Agency	2nd Qtr Assessment Fees	\$2681.00



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Newfoundland Power	Street Lights	\$2058.48
Petty Cash	Postage/Off. Supp/JCP Travel	\$128.55

*Paid since March 11th Meeting*

Bacc. Animal Hosp.	Euthanasia Fees	\$148.03
Bell Aliant	Telephone-Emergency/Heritage	\$158.08
Button's Marine	JCP Supplies	\$45.89
Coish, Gordon	Travel for Training	\$216.00
Coish's Trucking	2 Loads Sand	\$339.00
	Floating Charges	\$2034.00
	Veh. Maint/Parts	\$96.90
	Snow Clearing Fees	\$2508.60
Credit Recovery	Collection Fees	\$39.55
Dick's & Co.	Office Supplies	\$259.59
Hidden Treasures	Name Plates-Gifts/Pictures	\$66.11
Irving Energy	Dyed Diesel	\$582.96
Newfoundland Power	GAR/TH/LS/PRV/HH/CH	\$1853.29
North, Tara	Clean. Supp/Training Fees/Travel	\$379.10
	Travel/Training/Soc. Supplies	\$281.00
	Travel/Office Supp/Postage	\$137.83
Penney's Transport	Freight Charges	\$72.01
Walsh, Dale	Travel for Training/Cell Charges	\$70.00
	Travel Expenses	\$72.00

**TOTAL COUNCIL PAYABLES: \$22,344.31**

*Fire Department Payables*

Acklands-Grainger	SCBA Testing	\$1899.95
Bell Mobility	Van Cellular Charges	\$29.89
Button's Marine	Sled Supplies	\$240.27
Dick's & Co.	Office Supplies	\$97.43
Eastern Medical	Adult Electrodes	\$127.69
Penney's Transport	Freight Charges	\$59.67
Snow, Paul	Instruction Fees-First Aid	\$739.44
St. John's Ambulance	Advan. First Aid Fire Fight. Training	\$617.53
Walsh, Dale	Social Supplies	\$65.95

**TOTAL \$3844.52**



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*Heritage Committee Payables - Jan 28th - March 10th, 2015*

Baccalieu Collegiate	Year Book	\$30.00
WHSCC	Assessment Fee	\$261.55
<b><u>TOTAL</u></b>		<b><u>\$291.55</u></b>

*Recreation Committee*

Arrow Games	Bingo Cards/Spin Tickets	\$127.93
Morrissey, Lisa	Card Game Supplies	\$102.53
<b><u>TOTAL</u></b>		<b><u>\$230.46</u></b>

**TOTAL PAYABLES: \$26,710.83**

9. Committee Reports

10. New Business

- VHF Radio System
- Town Clerk/Manager Annual Leave Request - July-August 2015

11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall
- Clean up of the Harbour - Deferred until Spring 2016

12. Time and date of next regular meeting.

13. Adjourn.



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## MINUTES OF MEETING

**April 8th 2015**

**PRESENT:** Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Coish, G. Broderick.

**CALL TO ORDER:** Meeting was called to order by the Mayor at 7:02PM

**AGENDA: 15-049 Motion:** J. Emberley/G. Broderick  
**RESOLVE** that the agenda for today's meeting be accepted as submitted.  
**Vote:** In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter, G. Broderick.  
Opposed: 0  
Carried.

**MINUTES: 15-050 Motion:** J. Emberley/L. Keats  
**RESOLVE** that the minutes of the previous meeting held March 11th be accepted as submitted.  
**Vote:** In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter, G. Broderick.  
Opposed: 0  
Carried.

**15-051 Motion:** J. Emberley/D. Potter  
**RESOLVE** that the minutes of the special meeting held March 12th be accepted as submitted.  
**Vote:** In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D. Potter, G. Broderick.  
Opposed: 0  
Carried.

**NOTE:** Councillor G. Coish arrived at 7:05PM.

\_\_\_\_\_  
Town Clerk/Manager

\_\_\_\_\_  
Mayor





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**BUSINESS  
ARISING:**

- Sewer Expansion Project - Tender Documents & PCA
  - A discussion was held regarding the number of homes that will be on Phase One (seven). A further discussion was held regarding whether or not homes will hook up. The Town Clerk/Manager informed council that once the sewer is installed and a property is capable of being service the sewer charge will be imposed on the resident whether or not a home owner hooks up to the system.
  - Resident at 105 Tavernor's Road to be charged Water and Sewer as per Section 130 of the *Municipalities Act* and once a "dwelling" is installed on this property. The Town Clerk/Manager will receive clarification from Municipal Affairs and/or an opinion from our legal advisors. Once the clarification is received a letter will be sent to the resident with the invoice.
  - The Town Clerk/Manager updated council that the engineers did not provide the tender package in time (by March 20th). As a result the PCA was not signed and tender agreement not complete before her vacation. The Town Clerk/Manager also notified council that some fees were not included in the budget by the engineers. The Council wants all fees included in the PCA. This includes materials testing and site surveys. The Town Clerk/Manager will send the PCA back for revision and request the inclusion of these fees.
- Resident on Highland Road - Water Exemption Request
  - The Town Office has not received a response/clarification from Dan Noseworthy. Other towns were polled and some charge an additional water charge to additional buildings on a single property that have water in them and some do not. The discussion is surrounding whether or not there is an apartment on the property in addition to the house.

**15-052                      Motion:**                      L. Keats/K. Coish  
RESOLVE that the resident at 8 Highland Road be exempted from the secondary water charge for the 2015 tax year and all future years.

Vote:	In favour:	Deputy Mayor L. Keats Councillors: K. Coish
	Opposed:	Mayor G. Murphy Councillors: J. Emberley, D. Potter, G. Broderick, G. Coish.
		DEFEATED

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor



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- 2014 Auditing Services
- Two quotes received. One from Byron Smith for \$6500 +HST and one from Greg Stokes \$4745 +HST.

**15-053 Motion:** L. Keats/D. Potter  
RESOLVE that the Town of Bay de Verde retain the services of Gregory Stokes for the 2015 audit.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

- Heritage House Manager Contract/Job Description
- The Town Clerk/Manager received a list of duties from the Heritage Committee. A job description and contract will be created for the position of the Heritage House Manager for the next meeting of council.

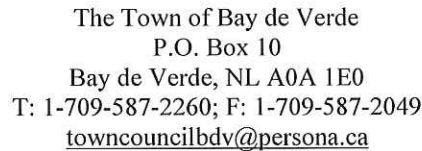
#### MAYOR'S REPORT:

- The newsletter went out to all residents yesterday and will be uploaded to the website soon.
- The Mayor has spoken with the service and sales manager at Harvey's & Co. The Mayor told them that the Town will not be paying any current bills. Harvey's & Co. has sent a spreadsheet that details the expenses paid by the Town for the backhoe to the head office of JCB. This is to show them that there is a problem with the amount we have had to pay in reference to this new machine. We are waiting for a response from the head office.
- On March 28th the Mayor represented the Town at the 27th Annual Charter Night of the Baccalieu Lions Club.

#### MAINTENANCE REPORT:

- The Maintenance Operator informed council that during snow clearing operations on Emberley's Point snow went over the top of his blade on the truck and hence over the guardrail and down the hill. This snow fell over the cliff, down to the plant and fell on top of a vehicle. The resident has submitted a letter requesting the council pay for the damages to his vehicle.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor



4





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## ACCOUNTS

PAYABLE: **15-055**

**Motion:**

G. Broderick/L. Keats

RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed:

Acklands-Grainger	SCBA Testing	\$113.00
BAE Newplan Group	Prof. Fees - Dec 2014	\$936.77
Bell Aliant	Telephone/Advertising-FD/TH	\$299.32
Bell Mobility	Monthly Cellular Charges	\$75.68
Button's Marine	Flags & Garage Supplies	\$376.38
Coish's Trucking	2 Loads of Sand	\$339.00
Eastern Waste Management	Monthly Garbage Fees	\$3779.10
Irving Energy	Propane/Dyed Diesel	\$2197.09
Municipal Assess Agency	2nd Qtr Assessment Fees	\$2681.00
Newfoundland Power	Street Lights	\$2058.48
Petty Cash	Postage/Off. Supp/JCP Travel	\$128.55

### *Paid since March 11th Meeting*

Bacc. Animal Hosp.	Euthanasia Fees	\$148.03
Bell Aliant	Telephone-Emergency/Heritage	\$158.08
Button's Marine	JCP Supplies	\$45.89
Coish, Gordon	Travel for Training	\$216.00
Coish's Trucking	2 Loads Sand	\$339.00
	Floating Charges	\$2034.00
	Veh. Maint/Parts	\$96.90
	Snow Clearing Fees	\$2508.60
Credit Recovery	Collection Fees	\$39.55
Dick's & Co.	Office Supplies	\$259.59
Hidden Treasures	Name Plates-Gifts/Pictures	\$66.11
Irving Energy	Dyed Diesel	\$582.96
Newfoundland Power	GAR/TH/LS/PRV/HH/CH	\$1853.29
North, Tara	Clean. Supp/Training Fees/Travel	\$379.10
	Travel/Training/Soc. Supplies	\$281.00
	Travel/Office Supp/Postage	\$137.83
Penney's Transport	Freight Charges	\$72.01
Walsh, Dale	Travel for Training/Cell Charges	\$70.00
	Travel Expenses	\$72.00

**TOTAL COUNCIL PAYABLES: \$22,344.31**

Town Clerk/Manager

Mayor





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*Fire Department Payables*

Acklands-Grainger	SCBA Testing	\$1899.95
Bell Mobility	Van Cellular Charges	\$29.89
Button's Marine	Sled Supplies	\$240.27
Dick's & Co.	Office Supplies	\$97.43
Eastern Medical	Adult Electrodes	\$127.69
Penney's Transport	Freight Charges	59.67
Snow, Paul	Instruction Fees-First Aid	\$739.44
St. John's Ambulance	Advan. First Aid Fire Fight. Training	\$617.53
Walsh, Dale	Social Supplies	\$65.95
<b><u>TOTAL</u></b>		<b><u>\$3844.52</u></b>

*Heritage Committee Payables - Jan 28th - March 10th, 2015*

Baccalieu Collegiate	Year Book	\$30.00
WHSCC	Assessment Fee	\$261.55
<b><u>TOTAL</u></b>		<b><u>\$291.55</u></b>

*Recreation Committee*

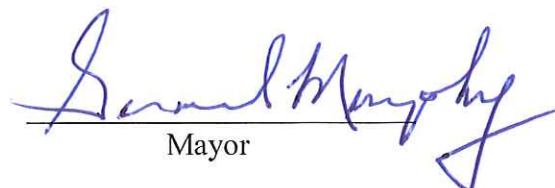
Arrow Games	Bingo Cards/Spin Tickets	\$127.93
Morrissey, Lisa	Card Game Supplies	\$102.53
<b><u>TOTAL</u></b>		<b><u>\$230.46</u></b>

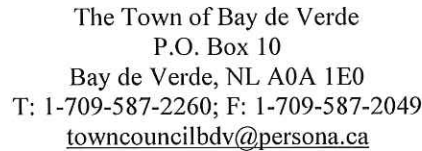
**TOTAL PAYABLES: \$26,710.83**

NEW  
BUSINESS:


- VHF Radio System  
-The Town needs a communication system for the Town Clerk/Manager and the Maintenance Operator. Can Councillor G. Broderick provide quotes for a system that will work with our topography. A discussion was held regarding the need for 3 base stations, and 3 mobiles.
- Town Clerk/Manager Annual Leave Request - July-August 2015  
-The Town Clerk/Manager is approved for leave from July 23 to August 14th.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



- Request from Bay de Verde Harbour Authority - Shrimp Odour -Councillor K. Coish, on behalf of the Harbour Authority, is requesting the Town's support to reduce the odour of shrimp processing this year. During a meeting with Quinlan Brother's last year a suggestion was made that was inexpensive and easy to implement. By installing hoses on the back of the shrimp tubs there would be running water preventing shrimp juice from drying into the pavement thereby reducing the shrimp odour in the community.

  
\_\_\_\_\_  
Mayor



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**15-057**

**Motion:**

G. Coish/G. Broderick

RESOLVE that the Town Office send a letter to Quinlan Brother's Limited on behalf of the Town and Harbour Authority requesting they implement this suggestion this year to help reduce the smell of shrimp processing.

Vote:

In favour:

Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.

Opposed:

0

Carried.

- Limited availability of local contractor equipment
  - Councillor Potter brought forth a discussion regarding people complaining that the community was not ploughed on time during the last snow fall. Councillor Potter would like to know what the council is going to do when this local contractor is unavailable for long periods of time.
  - The Town Clerk/Manager informed Councillor Potter that the local contractor's equipment was only called away for the afternoon but was back in the community by supper time. The Town Clerk/Manager further explained that although there are two other residents (one a business) in the community with a backhoe, the Town is unable to retain their services as they do not have commercial liability insurance or WHSCC complain letters (a requirement for the Town to hire a contractor). Unfortunately the Town can only work with the resources that are available.

**15-058**

**Motion:**

D. Potter/J. Emberley

RESOLVE that a spare rim be ordered and installed onto the backhoe tire.

Vote:

In favour:

Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.

Opposed:

0

Carried.

- Monthly Meetings
  - A discussion was held to move to monthly council meetings for May, June and July due to work commitments by council members.

A blue ink signature, appearing to be "J. Keats", written over a horizontal line.

Town Clerk/Manager

A blue ink signature, appearing to be "G. Murphy", written over a horizontal line.

Mayor





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DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall
- Clean up of the Harbour  
DEFERRED to the Spring 2016

NEXT

MEETING: Next regular meeting of council will be held on Wednesday April 29th at 7PM.

ADJOURN:

**15-059 Motion:** G. Broderick/J. Emberley  
RESOLVE that with no further business for discussion the meeting be adjourned at 9:30PM.

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter, G. Broderick, G. Coish.
	Opposed:	0

Carried.

A blue ink signature, appearing to be "M. H.", written over a horizontal line.

Town Clerk/Manager

A blue ink signature, appearing to be "David Murphy", written over a horizontal line.

Mayor





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### **Agenda for Council Meeting**

**Monday April 27th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous Regular Meeting held April 8th.
4. Business arising from the minutes.
  - Sewer Expansion Project - Tender Documents Approval
  - Water & Sewer Charges to residents - 105 Tavernor's Road
  - Resident on Highland Road - Water Exemption Request
  - VHF Radio System
  - Heritage House Manager Contract/Job Description
5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:
  - Fm:** Heritage House Manager - Wage Increase Request
  - Fm:** MNL - Lands Act Review - MNL Submission
  - Fm:** Quinlan Brother's Ltd - Response to letter re: shrimp odour
8. Accounts Payable:

BAE Newplan Group	Prof. Fees - Feb 2015	\$621.22
Bell Aliant	Telephone/Advertising-FE/HH	\$159.78
Dick's & Co.	Envelopes/Various Office Supplies	\$92.45
Eastlink	Internet Services	\$63.17
Harvey & Co.	Wheel Studs/Nuts - JCB	\$175.55
	Oil Change	\$408.66
Irving Energy	Dyed Diesel	\$293.60
Walsh, Dale	Cellular Charges	\$30.00



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*Paid since April 8th Meeting*

City Tire	Tire Repair - JCB	\$62.15
Credit Recovery	March Collection Fees	\$30.51
Dept. Trans & Works	Oct - Dec 2014 - Ice Control Materials	\$3887.03
Murphy, Gerard	Travel for Charter Night	\$20.00
Newfoundland Power	GAR/TH/LS/PRV/HH/CH	\$1760.27
Penney's Transport	March Freight Charges	\$109.62
Procom Data	2015 Support Fees	\$380.81
RICOH	1st Qtr Copier Fees	\$417.09
Walsh, Dale	Travel for JCB Tire	\$172.14

**TOTAL COUNCIL PAYABLES: \$8,684.05**

*Fire Department Payables*

Acklands-Grainger	Batteries for SCBA	\$45.09
Brookside Flowers	Funeral Arrangement-P. Hopkins	\$62.15
Gas Land	March Bingo Gas Charges	\$78.00
K&D Pratt	SCBA testing	\$74.67
Penney's Transport	Freight Charges	\$17.63

**TOTAL \$277.54**

*Heritage Committee Payables - March 7th - April 20th, 2015*

Carl Riggs	Heritage Day Supplies	\$261.60
Dicks & Co. Ltd.	Office Supplies	\$66.39
M. Walsh	Travel (Bank Deposit)	\$45.35

**TOTAL \$373.34**

*Recreation Committee*

-No payables to report this period

**TOTAL PAYABLES: \$9,334.93**

9. Committee Reports



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10. New Business

- Changes to electoral boundary of Trinity- Bay de Verde
- Wash out of Tavernor's Road
- Poll Tax Exemptions

11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall
- Clean up of the Harbour - Deferred until Spring 2016

12. Time and date of next regular meeting.

13. Adjourn.



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MINUTES OF MEETING  
**April 27th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Coish, G. Broderick.

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:00PM

AGENDA: **15-060** **Motion:** J. Emberley/K. Coish  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Coish.  
Opposed: 0  
Carried.


MINUTES: **15-061** **Motion:** G. Coish/J. Emberley  
RESOLVE that the minutes of the previous meeting held April 8th be  
accepted as submitted.  
Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Coish.  
Opposed: 0  
Carried.

BUSINESS  
ARISING:

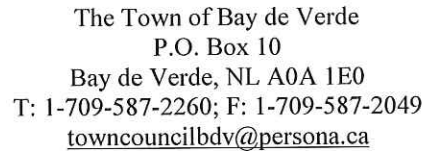
- Sewer Expansion Project - Tender Documents Approval  
**15-062** **Motion:** K. Coish/D. Potter  
RESOLVE that the Town of Bay de Verde approve the tender package  
submitted on March 20th by BAE Newplan Group and that they proceed to  
tender on project # 627138.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Coish.  
Opposed: 0  
Carried.

  
Town Clerk/Manager

  
Mayor





**NOTE: Councillor G. Broderick arrived at 7:15PM**

● Resident on Highland Road - Water Exemption Request  
**15-063                      Motion:**                      L. Keats/D. Potter  
 RESOLVE that this resident be giving a credit on the secondary water charged for the current tax year as it was determined there is no apartment on site and hence no secondary dwelling.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.

Opposed: 0

Carried.

- Heritage House Manager Contract/Job Description
- Councillors reviewed the offer of employment and job description provided for this position from the Town Clerk/Manager.
- After reviewing the information council had questions for the Heritage Committee and felt they were unable to proceed with the contract until these questions could be answered. As a result a special meeting will be held next week to have them answered. The questions will be drafted by the Town Clerk/Manager and a letter will be sent to all committee members to attend a special meeting on Monday May 4th, at 7PM.

- **VHF Radio System**  
Councillor Broderick provided a quote from Button's Marine. He felt the system available from the Fire Department was not needed and too complex for our needs. The quote was for \$1600 + HST.

**15-064**                      **Motion:**                      D. Potter/G. Coish  
RESOLVE that the VHF radio system be purchased as per the quote received.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.

Opposed: 0

Carried.

Town Clerk/Manager

Mayor



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**MAYOR'S  
REPORT:**

- The Mayor attended R.C.S.C.C 295 Baccalieu's Annual Review on April 26th on behalf of the Town.
- Years ago a motion was adopted to get a Town Flag. To date that task has not been completed. The flag will resemble the Canadian Flag but have to the two ends blue with the Town Logo in the centre.

**15-065 Motion:** K. Coish/D. Potter  
RESOLVE that the Town Clerk/Manager get a Town Flag made.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

**THE MAINTENANCE  
REPORT:**

- The Maintenance Operator is waiting for quote from Coish's Trucking for shale to use on Cherry Hill Road.
- Councillors brought up that all gravel roads need to be back dragged after each rainfall. This takes should not wait until the next rain storm but should be kept up at all times. There is a need for a ditch in new town, culverts need to be fixed and lots of ditching work needs to be done.
- The Town currently has no construction signs here. The Town Clerk/Manager will order construction signs.

**CORRESPONDENCE  
RECEIVED:**

**Fm:** Heritage House Manager - Wage Increase Request  
-DEFERRED until a meeting with the Heritage Committee occurs and a contract/job offer is signed and approved by Council.

**Fm:** MNL - Lands Act Review - MNL Submission  
-Made available for all councillors to review.

**Fm:** Quinlan Brother's Ltd - Response to letter re: shrimp odour  
-Mr. Quinlan indicated that the solution suggested will be implemented by the middle of June 2015. FILED and NOTED

  
Town Clerk/Manager  
Mayor



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## ACCOUNTS

### PAYABLE:

**15-066**

### Motion:

G. Broderick/J. Emberley

RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed:

BAE Newplan Group	Prof. Fees - Feb 2015	\$621.22
Bell Aliant	Telephone/Advertising-FE/HH	\$159.78
Dick's & Co.	Envelopes/Various Office Supplies	\$92.45
Eastlink	Internet Services	\$63.17
Harvey & Co.	Wheel Studs/Nuts - JCB	\$175.55
	Oil Change	\$408.66
Irving Energy	Dyed Diesel	\$293.60
Walsh, Dale	Cellular Charges	\$30.00

### *Paid since April 8th Meeting*

City Tire	Tire Repair - JCB	\$62.15
Credit Recovery	March Collection Fees	\$30.51
Dept. Trans & Works	Oct - Dec 2014 - Ice Control Materials	\$3887.03
Murphy, Gerard	Travel for Charter Night	\$20.00
Newfoundland Power	GAR/TH/LS/PRV/HH/CH	\$1760.27
Penney's Transport	March Freight Charges	\$109.62
Procom Data	2015 Support Fees	\$380.81
RICOH	1st Qtr Copier Fees	\$417.09
Walsh, Dale	Travel for JCB Tire	\$172.14

**Total Council Payables: \$8,684.05**

### *Fire Department Payables*

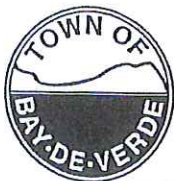
Acklands-Grainger	Batteries for SCBA	\$45.09
Brookside Flowers	Funeral Arrangement-P. Hopkins	\$62.15
Gas Land	March Bingo Gas Charges	\$78.00
K&D Pratt	SCBA testing	\$74.67
Penney's Transport	Freight Charges	\$17.63

**Total Fire Dept Payables: \$277.54**

  
Town Clerk/Manager

  
Mayor





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*Heritage Committee Payables - March 7th - April 20th, 2015*

Carl Riggs	Heritage Day Supplies	\$261.60
Dicks & Co. Ltd.	Office Supplies	\$66.39
M. Walsh	Travel (Bank Deposit)	\$45.35

**Total Heritage Comm. Payables: \$373.34**

*Recreation Committee*

-No payables to report this period

**TOTAL PAYABLES: \$9,334.93**

Vote:	In favour:	Mayor G. Murphy, Deputy Mayor L. Keats Councillors: K. Coish, J. Emberley, D. Potter, G. Broderick, G. Coish.
	Opposed:	0
		Carried.

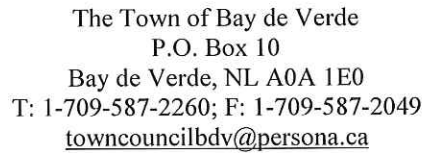
NEW  
BUSINESS:

- Changes to electoral boundary of Trinity- Bay de Verde  
-Council discussed and reviewed these changes. Council will not be making a submission to the board.
- Wash out of Tavernor's Road  
-Pictures were submitted from a resident on Tavernor's Road showing the extent of wash out that occurs after every rainfall. A quote was requested last fall during the paving season and was finally received in order to repair this part of the road properly. The quote was for \$98,000 from Concord Paving. After a discussion it was decided to respond with a letter to resident stating that the council will continue to keep up the road to the best standard possible.
- Poll Tax Exemptions  
-The Town Clerk/Manager updated the council on the requirements that the office is requesting for poll tax exemptions from workers in the community after consultation with the Department of Municipal and Intergovernmental Affairs.

  
Town Clerk/Manager

  
Mayor





- 6



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MINUTES OF  
SPECIAL MEETING  
May 5, 2015

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Coish, G. Broderick.

Heritage Committee Members: G. Riggs, B. Doyle, M. Walsh, L. Power,  
C. Potter, M. Norris, J. Broderick, C. Riggs.

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:02PM

PURPOSE: The Mayor welcomed everyone to come out to the meeting tonight.

Purpose of the meeting is to ask some questions, gain insights and be better informed as to the procedures and operations of the Heritage Committee.

Terms of Reference

-How do you operate?

ANS: The committee as a whole meets 4 to 5 times per year. The executive gets together sporadically and they discuss some things then at the next meeting the issues are brought forth to the committee meetings for approval. It was stated that the Executive Committee does not make decisions without the approval of the Committee as a whole.

-Do you have a written constitution?

ANS: NO

-The Mayor suggested that they draft a terms of reference as a mandate.

ANS: G. Riggs informed the group that the Heritage Committee does in fact have a mission statement. B. Doyle stated that the Museum Association required them to produce a 5 year strategic plan. Without it they would not receive any further funding. They have produced this plan and submitted it. This document is available for council at any time.

-The Mayor stated that the council would like a constitution or terms of reference created since the Heritage is serving as an arm of council. A copy needs to be on file as well as this strategic plan.

  
Town Clerk/Manager

  
Mayor



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- Executive Committee

-Councillor Broderick asked who is on the executive.

ANS: Bren Doyle, Gerald Riggs, Molly Walsh and Carl Riggs made up the Executive portion of the Heritage Committee.

-It was then stated that if Carl Riggs is an employee of the Town he can sit on the executive and Heritage Committee but he cannot vote. He would be considered a non-voting member only.

-As of now Heritage Committees are not recognized in the *Municipalities Act*, however they are considered a department that has been formed by Council under the Act.

- Operation side - Regular meetings

-Are minutes taken?

ANS: YES - G. Riggs.

-Are minutes available to committee members?

ANS: YES they are passed out at each meeting - M. Walsh

-No financial report or accounts payable are included in the minutes?

ANS: NO as they cannot wait to be paid, however financial reports are adopted after the year end - M. Walsh.


-Is there a regular election of officers?

ANS: YES the last one was March 31st and the committee is not seeking new members. - M. Walsh

- Projects and the workers that you have.

-Deputy Mayor L. Keats asked if the foreman hired on for the JCP is a member of the committee? He has had residents ask him why can't they get a chance to do that job. As well is the foreman's position advertised? Why does a member of the committee get the same job every year?

ANS: G. Riggs answered that last year in June the Heritage received funding for a JCP. They advertised the positions and received at least 6 applicants. However only three people qualified. All three of the applicants were women and none were men. They were in the process of building the hiking trail. As a result at the meeting on June 9th while G. Riggs was not present a motion was made to hire G. Riggs at a wage of \$10 per hour. This position was not advertised to the public. Mr. Riggs accepted the job and was employed for 560 hours.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor





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-Where did they advertise the JCP?

ANS: On TV, in Jobs in NL, at the post office and shop - B. Doyle

-In your minutes is there a hiring practice recorded for the summer students.

ANS: Last year's student summer project only had two applicants so no decision making was required.

- Worker's Compensation

- Are all your requirements being met?

ANS: Yes, they are paying worker's compensation fees for whoever is employed. - M. Walsh

-Why are you paying for C. Riggs?

ANS: We have to submit to them the wage that they pay him. - M. Walsh


- C. Riggs' Wages

-A lengthy discussion was held about C. Riggs and his wages. He is paid a set rate by the Town that is increased upon a request from the employee. The Heritage Committee supplements this wage with what they call a honorarium. However it is paid as a salary/hourly wage. The council was never informed that this money was paid to Mr. Riggs and they only heard about it through hearsay. This year the Heritage has increased Mr. Riggs' honorarium by \$700 (\$50 per week) from last year.

- List of Questions

-It was noted by members of the committee that the councillors all had documentation in front of them that appeared to be guiding the meeting. They asked to be given these questions. The Mayor asked the Town Clerk/Manager to distribute the paperwork. This list of questions were those that the Town Clerk/Manager was tasked with creating by the council, from discussions at council meetings and by reviewing the committees financials and minutes. There also was a more detailed financial statement of the Committees finances for the period ending December 2014.

  
Town Clerk/Manager

  
Mayor





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- Conclusion

-Overall there is a disconnect between the Heritage Committee and the Town Council. The council is not aware of a 5 year Strategic Plan. There has been no annual meetings with the council providing detailed summaries of the past year and the plans the committee has for the current year since at least 2009.

-The Heritage Committee incorporated themselves in 2002 without consent of Council or notification to them, however still operated under the council and received grant money from the Town. After a meeting with members of the committee last year the Executive made the decision to un-incorporate and remain an arm of council.

-The Mayor stated it is not the intent of Council to micromanage the Heritage Committee. Councillors feel a disconnect due to Hiking Trail and with the issue now before the Department of Justice for violating personal property there is a tension. In the end it is the Town of Bay de Verde (Town Council) who is liable for all decisions made by its arms of council. The request is for some degree of transparency and openness. There is no questioning of integrity regarding the committee only a request for a more direct and purposeful connection to council. Furthermore there are two other arms of council that operate under a set of rules and the council wishes for the Heritage to do so as well.

The Mayor concluded the meeting and thanked everyone for coming.

ADJOURN:

**15-068 Motion:** D. Potter/G. Broderick  
RESOLVE that the purpose of this meeting has been discussed, the Special Meeting be adjourned.

Vote: In favour: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.

Opposed: 0

Carried.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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**Agenda for Special Meeting**

**May 14th, 2015 at 7:00 PM**

1. Call to Order.

2. Purpose of the Meeting:

- Building Permits
  - 1. Jimmy's Place - Deck addition and walking bridge
  - 2. Resident - 1-7 Little Hill - fencing of property
- Subordinate Permit - Coish's Trucking

3. Adjourn.



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MINUTES OF  
SPECIAL MEETING  
**May 14th 2015**

PRESENT: Deputy Mayor L. Keats.  
Councillors: D. Potter, K. Coish, J. Emberley, G. Broderick, G. Coish.

ABSENT: Mayor G. Murphy

CALL TO  
ORDER: Meeting was called to order by the Deputy Mayor at 7:06PM

PURPOSE  
OF MEETING: The meeting was called in order to discuss the following issue:

- Building Permits

1. Jimmy's Place - Deck addition and walking bridge  
**15-069 Motion:** K. Coish/G. Broderick  
RESOLVE that the building application be approved as submitted.

Vote: In favour: Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

2. Resident - 1-7 Little Hill - Fencing of property  
**15-070 Motion:** D. Potter/J. Emberley  
RESOLVE that the building application be approved and that it be noted  
that the path on this road should not be blocked by this fence.

Vote: In favour: Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick.  
Opposed: 0  
Carried.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor



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**Councillor G. Coish enters meeting via telephone conference.**

- Subordinate Permit Request- Coish's Trucking & Excavating  
**15-071 Motion:** D. Potter/J. Emberley  
RESOLVE that the quarry permit request be \*\*\*Tara look at motion from last years meeting/approval.

Vote: In favour: Deputy Mayor L. Keats.  
Councillors: J. Emberley, D. Potter, G.  
Coish - Via teleconference.  
Opposed: 0  
Carried.


**NOTE:** Councillors K. Coish and G. Broderick departed the meeting for this discussion and motion as they declared a conflict of interest. The requesting business owner is the councillor's brother and brother in law.

**ADJOURN:**

**15-072 Motion:** J. Emberley/D. Potter  
RESOLVE that with the business for meeting discussed, the Special Meeting be adjourned at 7:24PM.

Vote: In favour: Deputy Mayor L. Keats.  
Councillors: K. Coish, J. Emberley, D.  
Potter, G. Broderick, G. Coish.  
Opposed: 0  
Carried.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor





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### **Agenda for Council Meeting**

**Tuesday May 26th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held April 27th,
  - Special Meeting held May 5th and
  - Special Meeting held May 14th.
4. Business arising from the minutes.
  - 40th Anniversary Budget
  - Summer Students
  - Heritage House Manager Contract/Job Description
  - Heritage House Manager - Wage Increase Request
5. Mayor's Report.
6. Maintenance Operator's Report and/or Councillors questions.
7. Correspondence Received:
  - Fm:** MNL - Budget Breakdown for Municipalities
  - Fm:** Resident on Highland Road - Water Exemption Request
  - Fm:** Heritage Committee - Bandstand
  - Fm:** NLCU Charitable Foundation - Donation Request
  - Fm:** Resident Church Hill - Damage to property
  - Fm:** Quinlan Brother's Ltd. - Loss of Water at the Plant



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8. Accounts Payable:

Bell Aliant	Telephone/Ad. HH & Fire Emerg.	\$159.78
Brenntag	Chlorine	\$1731.57
Glacier Cove	Website Hosting Fees	\$288.04
Harvey & Co.	Repair work for JCB	\$1636.98

*Paid since April 27th Meeting*

Atlantic Technical	Chlorine Regulator	\$3350.45
BDV Navy League	Annual Award Engraving Costs	\$40.00
Bell Aliant	Phone/Advertising - Town Hall/FD	\$303.68
Bell Mobility	Monthly Cellular Charges	\$128.55
Button's Marine	VHF Radios/Basement Supplies	
	Playground posts, Garage Supplies	\$2172.20
Construction Signs	Road Signs and Posts	\$532.24
Eastern Waste	Monthly Garbage Fees	\$3779.10
Eastlink	Internet Charges	\$67.69
Irving Energy	Propane & Dyed Diesel	\$1443.43
Mike's Auto	Fire Truck Annual Inspections	\$350.30
Murphy, Gerard	Travel and Gifts	\$41.45
Newfoundland Power	GAR/TH/LS/PRV/HH/CH/SL	\$3545.80
North, Tara	Office, Clean, Social Supplies/Postage	
	Travel, Town Gift and Training Fees	\$836.47
Walsh, Dale	Office supplies/Cellular Charges	\$208.54

**Total Council Payables: \$20,616.27**

*Fire Department Payables*

BDV Navy League	Annual Award Engraving Costs	\$40.00
Bell Mobility	Van Cellular Charges (2 months)	\$62.25
Gas Land Ltd	April Gas Charges-Bingo and Vehicles	\$121.00
Penney's Transport	Freight Charges	\$18.31
Vital Aire	Medical Oxygen refills	\$82.38

**Total Fire Dept Payables: \$323.94**



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*Heritage Committee Payables - April 21st to present, 2015*

-No payables submitted

**Total Heritage Comm. Payables: \$0.00**

*Recreation Committee*

BDV Navy League	Annual Award Engraving Costs	\$40.00
Oceanview Conven.	Card Game Supplies	\$35.86

**Total Recreation Comm. Payables: \$75.86**

**TOTAL PAYABLES: \$21,016.07**

9. Departmental Reports

10. New Business

- Poll Tax Exemptions
- Lease Agreement - Bay de Verde Harbour Authority

11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall 2015
- Clean up of the Harbour - Deferred until Spring 2016

12. Time and date of next regular meeting.

13. Adjourn.



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## MINUTES OF MEETING

**May 26th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, J. Emberley, G. Broderick, G. Coish\*, K. Coish\*

\*Councillors arrived after the meeting was already in session.

### CALL TO

ORDER: Meeting was called to order by the Mayor at 7:03PM

AGENDA: **15-073**      **Motion:** D. Potter/J. Emberley  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote:      In favour: 5  
             Opposed: 0  
Carried.

MINUTES: **15-074**      **Motion:** J. Emberley/G. Broderick  
RESOLVE that the minutes of the previous meeting held April 27th be  
accepted as submitted.  
Vote:      In favour: 5  
             Opposed: 0  
Carried.

**15-075**      **Motion:** D. Potter/J. Emberley  
RESOLVE that the minutes of the special meeting held May 5th be  
accepted as submitted.  
Vote:      In favour: 5  
             Opposed: 0  
Carried.

**15-076**      **Motion:** J. Emberley/D. Potter  
RESOLVE that the minutes of the special meeting held May 14th be  
accepted as submitted.  
Vote:      In favour: 5  
             Opposed: 0  
Carried.

A blue ink signature of the Town Clerk/Manager, consisting of several overlapping loops and a long horizontal stroke.

Town Clerk/Manager

A blue ink signature of the Mayor, featuring a large, stylized 'S' and 'M' followed by a long horizontal stroke.

Mayor





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## BUSINESS

ARISING: 40th Anniversary Budget Approval

**15-077 Motion:** J. Emberley/G. Broderick  
RESOLVE that the 40th Anniversary Committee be granted a maximum expenditure budget of \$5000.

Vote: In favour: 5  
Opposed: 0

Carried.

**NOTE:** Councillor G. Coish arrived at 7:12PM and assumed his place at the council table.

- Heritage House Manager Contract/Job Description  
- The Town Clerk/Manager read out the proposed job description, contract and offer of employment to councillors. This contract was created in conjunction with the Heritage Committee and the employee.

**15-078 Motion:** D. Potter/G. Broderick  
RESOLVE that the Heritage House Manager contract be accepted as submitted and reviewed.

Vote: In favour: 6  
Opposed: 0

Carried.

**15-079 Motion:** D. Potter/J. Emberley  
RESOLVE that the Heritage House Manager offer of employment be accepted as submitted and reviewed.

Vote: In favour: 6  
Opposed: 0

Carried.

**15-080 Motion:** L. Keats/D. Potter  
RESOLVE that the Heritage House Manager position description be accepted and approved as read.

Vote: In favour: 6  
Opposed: 0

Carried.

- Heritage House Manager - Wage Increase Request  
- This wage request was considered in the employee's new contract and offer of employment.

Town Clerk/Manager

Mayor



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#### MAYOR'S

REPORT: An agreement was reached with Harvey & Company regarding our service related issues. The Town received a credit against the latest repair invoice.

- The house that was demolished on Little Hill needs to be cleaned up
- 15-081 Motion:** L. Keats/G. Broderick  
RESOLVE that a letter be sent to the property owner of 6 Little Hill giving them 2 weeks to clean up the mess or the council will have it done and the resident will be billed the associated charges with that clean up.

Vote: In favour: 6  
Opposed: 0

Carried.

- 15-082 Motion:** D. Potter/J. Emberley  
RESOLVE that a letter be sent to the property owner of 10 Ladder Point Road giving them 2 weeks to clean up the mess or the council will have it done and the resident will be billed the associated charges with that clean up.

Vote: In favour: 6  
Opposed: 0

Carried.

#### THE MAINTENANCE REPORT:

- A resident is building a deck without a permit. The Town Clerk/Manager will investigate.
- Councillors inquired whether or not the vehicles working okay and the Maintenance Operator confirmed they were and that the truck had just gone into St. John's for recall work.
- General road work was discussed including ditching in Lockyer's Ground. One side of Lockyer's Ground is complete and the Maintenance Operator informed council that new culverts have been ordered and received. Councillors further stated they want all ditches within the community looked at and cleaned out if necessary.
- Discussions were held as to the length of time it was taking to get shale for Cherry Hill and Tavernor's Road. The Town Clerk/Manager was directed to find it elsewhere if it cannot be found locally.

#### CORRESPONDENCE RECEIVED:

**Fm:** MNL - Budget Breakdown for Municipalities  
- Document made available for review by councillors.

  
Town Clerk/Manager

  
Mayor



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**Fm:** Resident on Highland Road - Water Exemption Request

**15-083**

**Motion:**

L. Keats/G. Coish

RESOLVE that the request to reimburse this resident be granted.

Vote:

In favour:

5

Opposed:

1 (Mayor G. Murphy)

Carried.

**Fm:** Heritage Committee - Bandstand

-The Heritage Committee will not be proceeding with the construction of the bandstand.

-NOTED & FILED

**Fm:** NLCU Charitable Foundation - Donation Request

**15-084**

**Motion:**

L. Keats/D. Potter

RESOLVE that a \$50 donation be forward to this foundation for their walk-a-thon.

Vote:

In favour:

7

Opposed:

0

Carried.

**NOTE:** Councillor K. Coish arrived at 7:35PM, assumed his place at the council table and voted on Motion 15-084.

**Fm:** Resident of Church Hill - Damage to property

-The Town of Bay de Verde is not responsible for this issue and that if any damage had been incurred it should be covered under the resident's home owner's insurance.

**15-085**

**Motion:**

L. Keats/D. Potter

RESOLVE that a letter be written by the Town Office stating that corrective action has been taken to the best of the Town's ability.

Vote:

In favour:

7

Opposed:

0

Carried.

**Fm:** Quinlan Brother's Ltd. - Loss of Water at the Plant

- A dialogue occurred between the Plant Manager and the Town Clerk/Manager in reference to the loss of pressure/water at the plant. The Town Clerk/Manager informed the plant of a decision made in the April 8th, 2015 council meeting that all reports of water and pressure loss were to be directed to the Town Office.

A blue ink signature, appearing to be "J. Keats", is written over a horizontal line.

Town Clerk/Manager

A blue ink signature, appearing to be "G. Murphy", is written over a horizontal line.

Mayor





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As a result email correspondence ensued and was read to councillors as well as the response from the Town Office for those councillors who do not have an email account.

The Town Clerk/Manager reminded council that the plant still has not fixed their PRV. This repair will help solve the issues as well as shutting off hoses that are not in use instead of leaving them running.

**Fm: NL Volleyball Association - Sponsorship Request**

**15-086 Motion:** D. Potter/G. Broderick  
RESOLVE that the Town of Bay de Verde Sponsor Matthew Kelly \$100.  
Vote: In favour: 5  
Opposed: 1 (Councillor G. Coish)  
Carried.

**NOTE:** Mayor G. Murphy declared a conflict of interest in the above discussion and motion. The seat of Chairperson was assumed by the Deputy Mayor for this motion and discussion. The Mayor resumed his seat as Chairperson of the meeting after the voting was complete.

**Fm: Heritage Committee - Terms of Reference**  
**-DEFERRED**


**ACCOUNTS**  
**PAYABLE:**

**15-087 Motion:** L. Keats/G. Broderick  
RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed:

Bell Aliant	Telephone/Ad. HH & Fire Emerg.	\$159.78
Brenntag	Chlorine	\$1731.57
Glacier Cove	Website Hosting Fees	\$288.04
Harvey & Co.	Repair work for JCB	\$1636.98

*Paid since April 27th Meeting*

Atlantic Technical	Chlorine Regulator	\$3350.45
BDV Navy League	Annual Award Engraving Costs	\$40.00
Bell Aliant	Phone/Advertising - Town Hall/FD	\$303.68
Bell Mobility	Monthly Cellular Charges	\$128.55
Button's Marine	VHF Radios/Basement Supplies	
	Playground posts, Garage Supplies	\$2172.20

  
Town Clerk/Manager

  
Mayor





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Construction Signs	Road Signs and Posts	\$532.24
Eastern Waste	Monthly Garbage Fees	\$3779.10
Eastlink	Internet Charges	\$67.69
Irving Energy	Propane & Dyed Diesel	\$1443.43
Mike's Auto	Fire Truck Annual Inspections	\$350.30
Murphy, Gerard	Travel and Gifts	\$41.45
Newfoundland Power	GAR/TH/LS/PRV/HH/CH/SL	\$3545.80
North, Tara	Office, Clean, Social Supplies/Postage	
	Travel, Town Gift and Training Fees	\$836.47
Walsh, Dale	Office supplies/Cellular Charges	\$208.54

**Total Council Payables: \$20,616.27**

*Fire Department Payables*

BDV Navy League	Annual Award Engraving Costs	\$40.00
Bell Mobility	Van Cellular Charges (2 months)	\$62.25
Gas Land Ltd	April Gas Charges-Bingo and Vehicles	\$121.00
Penney's Transport	Freight Charges	\$18.31
Vital Aire	Medical Oxygen refills	\$82.38

**Total Fire Dept Payables: \$323.94**

*Heritage Committee Payables - April 21st to present, 2015*

-No payables submitted

**Total Heritage Comm. Payables: \$0.00**

*Recreation Committee*

BDV Navy League	Annual Award Engraving Costs	\$40.00
Oceanview Conven.	Card Game Supplies	\$35.86

**Total Recreation Comm. Payables: \$75.86**

**TOTAL PAYABLES: \$21,016.07**

NEW  
BUSINESS:

- Poll Tax Exemptions

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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**15-088 Motion:** J. Emberley/L. Keats  
RESOLVE that the poll tax exemptions requested under Section 127 (1) (c) of the *Municipalities Act* be granted.

Vote: In favour: 7  
Opposed: 0

Carried.

- Lease Agreement - Bay de Verde Harbour Authority  
-The lease with the Harbour Authority has expired. The Town Office is to write a letter to the Harbour Authority and ask them if they would like to lease or buy the land.
- Illegal dumping in the dump by a truck driver from the community.  
-Notice to go out about illegal dumping to maybe deter this from happening.
- A discussion was held about the meeting with the Heritage Committee and the perceived results of that meeting. A councillor stated that when they task the Town Clerk/Manger to perform a task, they need to stand behind her and support her when those tasks are questioned.

DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall 2015
- Clean up of the Harbour  
DEFERRED to the Spring 2016

NEXT

MEETING: Next regular meeting of council will be on Wednesday June 30th, at 7PM.

ADJOURN:

**15-089 Motion:** G. Broderick/G. Coish  
RESOLVE that with no further business presented for discussion the meeting be adjourned at 8:28PM

Vote: In favour: 7  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor



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MINUTES OF SPECIAL MEETING  
**June 2nd 2015**

PRESENT: Deputy Mayor L. Keats.  
Councillors: D. Potter, G. Broderick, G. Coish.

ABSENT: Mayor G. Murphy  
Councillor: K. Coish, J. Emberley

CALL TO

ORDER: Meeting was called to order by the Deputy Mayor at 6:36PM.

PURPOSE

OF MEETING: The meeting was called in order to discuss the following issue:

- Referral Letter - RJG Construction - Fish Plant Quarry  
-This request is in reference to the tender for the Harbour Authority breakwater project. A discussion was held regarding the location of the pit. This location will be safer than the existing quarries in Bay de Verde however there is a concern regarding the use of this area and blasting.

**15-090 Motion:** G. Broderick/D. Potter  
RESOLVE that the referral letter be returned advising the Town approves the application with the following stipulations: The permit should be for the length of this phase of the project only, no materials are to leave Bay de Verde, there is to be minimal or no blasting due to the size of the Hazardous Material (Ammonia Tank) stored and utilized at the Fish Plant, parking and access to the plant by motor vehicles is not to be obstructed in any form, and the road accessing the quarry is to be located on the water side due to the fact that there are wells providing salt water to the fish plant on the cliff side.

Vote: In favour: 4  
Opposed: 0  
Carried.

ADJOURN:

**15-091 Motion:** G. Broderick/D. Potter  
RESOLVE that with the business for meeting discussed, the Special Meeting be adjourned at 7:01PM.

Vote: In favour: 4  
Opposed: 0  
Carried.

  
Town Clerk/Manager

  
Mayor





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### **Agenda for Council Meeting**

**Tuesday June 23rd , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held May 26th, and
  - Special Meeting held June 2nd
4. Business arising from the minutes.
  - Lease Agreement - Bay de Verde Harbour Authority
  - 2014 Financial Statements/Audit
  - Awarding of Sewer Tender
5. Mayor's Report.
6. Correspondence Received:

**Fm:** Jimmy's Place - Street Light Request

**Fm:** Resident's of Walsh's Hill - Wall Repair

#### 7. Accounts Payable:

Controls & Equip	Emergency Repair to Pumps	\$912.48
Credit Recovery	Collection Fees for May	\$92.66
North, Tara	Postage/Training/Travel/Clean Supp	\$484.74
Victoria Carpet Shop	Culverts	\$3314.29

#### *Paid since May 26th Meeting*

Bell Aliant	Telephone/Ad. Town Hall/Fire Dept.	\$312.74
Bell Mobility	Monthly Cellular Charges	\$74.70
Button's Marine	Garage/Playground & Town Sign Supp	\$553.55
Construction Signs	Signs required for road construction	\$1152.60





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Credit Recovery	Collection Fees for April	\$73.46
Dicks & Co.	Office Supplies	\$89.15
Eastern Waste	Garbage Collection Fees	\$3779.10
Eastlink	Internet Charges	\$68.82
Harvey & CO.	Rim, JCB Parts	\$1346.90
Irving Energy	Dyed Diesel/Propane Heat	\$552.86
Mike's Auto	Fire Truck Inspection/Repair	\$322.56
NL Power	Town Buildings/Street Lights	\$3368.31
Penney's Transport	May Courier Fees	\$101.04
Royal Garage	Oil Change - Truck	\$241.90
Terra Nova Doors	Garage Door Repair	\$316.40

**Total Council Payables: \$17,158.26**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$31.69
Bell Mobility-Radio	Pager Repair/Batteries	\$435.77
Gas Land Ltd	May Gas Charges-Bingo and Vehicles	\$107.00

**Total Fire Dept Payables: \$574.46**

*Heritage Committee Payables - April 21st to present*

-No payables submitted

**Total Heritage Comm. Payables: \$0.00**

*Recreation Committee*

Button's Marine	Playground Supplies/New Crawl through	\$352.52
Carol Ann Coish	Card Game Supplies	\$251.84
Construction Signs	Hilltop Playground Sign	\$74.02

**Total Recreation Comm. Payables: \$678.38**

**TOTAL PAYABLES: \$18,411.10**



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#### 8. Departmental Reports

- Maintenance
  - Update on 6" line and pumps
  - Chlorination System Repair
  - Culvert request on Farm Pond Road
- Recreation Committee
  - Bay de Verde Days
  - Grant Request
- Heritage Committee
  - Terms of Reference
  - Building Permit Request
  - Letter from Chairperson

#### 9. New Business

- Poll Tax Exemptions
- Building Permit 13 Spring Hill Road
- CEEP

#### 10. Policies & Procedures

- Updated policies/regulations for approval

#### 11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall 2015
- Clean up of the Harbour - Deferred until Spring 2016

#### 12. Time and date of next regular meeting.

#### 13. Adjourn.



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MINUTES OF MEETING  
**June 23rd 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: D. Potter, J. Emberley, G. Broderick, G. Coish.

ABSENT: Councillor: K. Coish

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:02 PM.

AGENDA: **15-092**      **Motion:**      D. Potter/J. Emberley  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote:      In favour:      6  
             Opposed:      0  
                                 Carried.

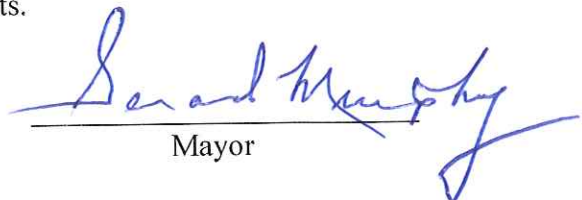
MINUTES: **15-093**      **Motion:**      D. Potter/J. Emberley  
RESOLVE that the minutes of the previous meeting held May 26th be  
accepted as submitted.  
Vote:      In favour:      6  
             Opposed:      0  
                                 Carried.

**15-094**      **Motion:**      J. Emberley/D. Potter  
RESOLVE that the minutes of the Special meeting held June 2nd be  
accepted as submitted.  
Vote:      In favour:      6  
             Opposed:      0  
                                 Carried.

BUSINESS  
ARISING:

- Lease Agreement - Bay de Verde Harbour Authority  
-The Town Office is awaiting a response from the Harbour Authority.
- 2014 Financial Statements/Audit  
-It has come to the Town Office's information that BDO Canada has never  
audited the Town's Financial Statements.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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**15-095 Motion:** D. Potter/J. Emberley  
RESOLVE that the Town Office contact Municipal Affairs and inform them of the situation regarding BDO Canada. As well to write a letter to BDO Canada releasing them as the Town's Auditor and that no retroactive work is to be completed.

Vote: In favour: 6  
Opposed: 0

Carried.

**15-096 Motion:** L. Keats/D. Potter  
Approve the 2014 Financial Statements as presented by the Town's Auditor.

Vote: In favour: 6  
Opposed: 0

Carried.

- Awarding of Sewer Tender

-The results of the sewer tender were briefed to council as well as the recommendation from BAE Newplan to accept Coish's Trucking & Excavating (lowest bidder) for this sewer project.

**15-097 Motion:** G. Coish/D. Potter  
RESOLVE that the Town of Bay de Verde approve the lowest tender bid from Coish's Trucking and as per the recommendation from BAE Newplan.

Vote: In favour: 5  
Opposed: 0

Carried.

**NOTE:** Councillor Broderick left chambers for the discussion and voting on the above motion because the contractor is his brother in law.

**MAYOR'S**

**REPORT:** With the savings the Town will be making with the sewer project the Town can proceed to pave the remainder of Tavernor's Road and Cherry Hill up to the main road. Councillor Broderick mentioned that Town Hall was removed from the paving project last year and how much it needs to be done.

**15-098 Motion:** D. Potter/L. Keats  
RESOLVE that with adequate funds available, complete asphalt paving on Tavernor's Road and Cherry Hill Road from Bear's Cove Road to the main highway with the necessary spoon ditching required.

Town Clerk/Manager

Mayor





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Vote: In favour: 6  
Opposed: 0

Carried.

**CORRESPONDENCE  
RECEIVED:**

**Fm:** Jimmy's Place - Street Light Request

-This 2nd request is denied. The Town Office is to write a letter stating that we have provide lighting in accordance with the guidelines for Municipalities and not private lighting.

**Fm:** Resident's of Walsh's Hill - Wall Repair

-Pictures of the issue in question were provided to council.

**15-099 Motion:** G. Broderick/L. Keats

RESOLVE that since this request is on private land and is not a road but a path, the decision is to place a sign stating no motorized vehicles beyond this point.

Vote: In favour: 6  
Opposed: 0

Carried.

**ACCOUNTS  
PAYABLE:**


**15- 100 Motion:** J. Emberley/L. Keats

RESOLVE that the accounts requiring payment be paid and those that have been paid be approved as listed:

Controls & Equip	Emergency Repair to Pumps	\$912.48
Credit Recovery	Collection Fees for May	\$92.66
North, Tara	Postage/Training/Travel/Clean Supp	\$484.74
Victoria Carpet Shop	Culverts	\$3314.29

*Paid since May 26th Meeting*

Bell Aliant	Telephone/Ad. Town Hall/Fire Dept.	\$312.74
Bell Mobility	Monthly Cellular Charges	\$74.70
Button's Marine	Garage/Playground & Town Sign Supp	\$553.55
Construction Signs	Signs required for road construction	\$1152.60
Credit Recovery	Collection Fees for April	\$73.46
Dicks & Co.	Office Supplies	\$89.15
Eastern Waste	Garbage Collection Fees	\$3779.10
Eastlink	Internet Charges	\$68.82

  
Town Clerk/Manager

  
Mayor



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Harvey & CO.	Rim, JCB Parts	\$1346.90
Irving Energy	Dyed Diesel/Propane Heat	\$552.86
Mike's Auto	Fire Truck Inspection/Repair	\$322.56
NL Power	Town Buildings/Street Lights	\$3368.31
Penney's Transport	May Courier Fees	\$101.04
Royal Garage	Oil Change - Truck	\$241.90
Terra Nova Doors	Garage Door Repair	\$316.40

**Total Council Payables: \$17,158.26**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$31.69
Bell Mobility-Radio	Pager Repair/Batteries	\$435.77
Gas Land Ltd	May Gas Charges-Bingo and Vehicles	\$107.00

**Total Fire Dept Payables: \$574.46**

*Heritage Committee Payables - April 21st to June 22nd*

Button's Marine	JCP Supplies	\$667.14
Copy Canada	Brochures	\$514.15
Hidden Treasure	Name Tags for interpreters	\$42.32
Hindy's Home Hard.	JCP Supplies	\$996.29
Riggs, Carl	Supplies for House	\$21.42

**Total Heritage Comm. Payables: \$2241.32**

*Recreation Committee*

Button's Marine	Playground Supplies/New Crawl through	\$352.52
Carol Ann Coish	Card Game Supplies	\$251.84
Construction Signs	Hilltop Playground Sign	\$74.02


**Total Recreation Comm. Payables: \$678.38**

**TOTAL PAYABLES: \$20,652.42**

Vote: In favour: 6  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor



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DEPARTMENTAL  
REPORTS:

• ***Maintenance***

Update on 6" line and pumps

-Will repair the 6" line on Friday morning. Around the last of November it started leaking and was shut down for the winter. The Plant will be the one to provide guidelines on when we can turn on the 6" line and when we can clean the filter.

Chlorination System Repair

-Council was updated on the damage done to the system once again by Filtrum. The whole chlorination system needs replacement. The cost will be approximately \$15,000. The Town Clerk/Manager will continue to communicate with engineers and await report from Atlantic Technical to see if the replacement can occur under the project.

Culvert request on Farm Pond Road

-The Town is considering making Farm Pond Road more friendly for walking and tourists to the Clay Pond and Split Point Cove area. This will include the installation of a culvert or if not possible then a wooden walkway to make the path passable. A Notice of Development will be distributed to residents requesting any and all feedback prior to the next meeting.

Stop work order from highways.

-We received a stop work order from highways when replacing the culvert on Potter's Road. As a result the necessary signage required when working on the shoulder of the roads was ordered.

Ride on lawn mower

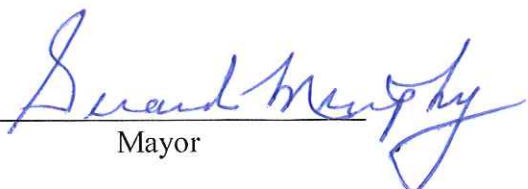
-A discussion was held that it won't be good for out front of the Town Hall but would be good for the ball field. To be discussed in the future.

• ***Recreation Committee***

-The Recreation Committee has decided to host Bay de Verde Days from July 27th until August 2nd, 2015. A list of events was provided to council. A letter was also submitted requesting funding for fireworks.

**15-101 Motion:** J. Emberley/D. Potter  
RESOLVE that the Town donate \$1500 towards fireworks and an additional \$1000 towards Bay de Verde Days for the first year they are taking this over.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor





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Vote: In favour: 6  
Opposed: 0

Carried.

• ***Heritage Committee***

Terms of Reference

- Terms of Reference were supplied by the Heritage Committee for review by council. This has been deferred until reviewed by the Mayor.

Building Permit Request

- A building permit application was received by the Heritage Committee to board over the Heritage Park and further enhance it. This work is in place of constructing the band stand.

**15-102 Motion:** D. Potter/G. Broderick  
RESOLVE that the building application be approved as submitted.

Vote: In favour: 6  
Opposed: 0

Carried.

Letter from Chairperson

- The Chairperson of the Heritage Committee has stepped down as Chairperson only for the length for the JCP project. The Chairperson has been hired as the Foreman for this year's project.

NEW  
BUSINESS:

- Poll Tax Exemptions
- Applications received for a poll tax exemption under Section 127 (1) (c) of the *Municipalities Act*.

**15-103 Motion:** L. Keats/G. Broderick  
RESOLVE that the applications for a poll tax exemption under Section 127 (1) (c) of the *Municipalities Act* be approved.

Vote: In favour: 6  
Opposed: 0

Carried.

-Applications received for a poll tax exemption under Section 111 of the *Municipalities Act*.

  
Town Clerk/Manager

  
Mayor





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**15-104 Motion:** G. Coish/G. Broderick  
RESOLVE that the applications for an exemption for a previous years poll tax under Section 111 (1) (c) of the *Municipalities Act* be approved and that a full reimbursement of any funds paid also be reimbursed.

Vote: In favour: 6  
Opposed: 0

Carried.

- Building Permit 1-3 Spring Hill Road  
-This application was made after the work had already been completed. A reminder is to be given to the resident that in the future a permit is required before making any alterations to property.
- CEEP  
-The Town Clerk/Manager is to make application for this program under the Tourism sector.
- Office Assistant Position  
-After not receiving funding for a Summer Student under the AES program a job ad was posted for a Casual/Call-In worker for the Town Office. Two applications were received.

**15-105 Motion:** G. Broderick/D. Potter  
RESOLVE that Eileen Walsh be hired for this position.

Vote: In favour: 6  
Opposed: 0

Carried.

- Building Permit - 1 Noonan's Lane  
-A building permit to construct a fence at 1 Noonan's Lane was received.


**15-106 Motion:** L. Keats/D. Potter  
RESOLVE that the building permit application be approved as submitted.

Vote: In favour: 6  
Opposed: 0

Carried.

#### POLICIES & PROCEDURES

- Updated policies/regulations for approval  
- To be discussed at the next council meeting under Business Arising.

  
Town Clerk/Manager

  
Mayor

DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall 2015
- Clean up of the Harbour  
DEFERRED to the Spring 2016

NEXT

MEETING: Next regular meeting of council will be on Tuesday July 21st at 7PM.

ADJOURN:

**15-107 Motion:** G. Broderick/J. Emberley  
RESOLVE that with no further business presented for discussion the meeting  
be adjourned at 9:08PM

Vote:	In favour:	6
	Opposed:	0

Carried.

Town Clerk/Manager

Mayor



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### **Agenda for Council Meeting**

**Tuesday July 21st, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held June 23rd
4. Business arising from the minutes.
  - Lease Agreement - Bay de Verde Harbour Authority
  - Sewer Project Update
  - Paving Tender Results
  - Farm Pond Development
  - Chlorination System Repair
  - Breakwater Project - Harbour Authority
5. Mayor's Report.
6. Correspondence Received:

**Fm:** Epilepsy NL - Donation Request

7. Accounts Payable:

Coish's Trucking	March/April Snow Clearing & Towing	\$1118.34
	Stone & Shale/Excavator work Cherry Hill	\$9492.00
	Stone	\$1200.00

*Paid since June 23rd Meeting*

Air Liquide	Annual Cylinder Rental	\$289.82
Atlantic Technical	Emergency Repairs to Chlorine system	\$1680.54
Bell Aliant	TH/HH/FE/FD	\$458.17
Bell Mobility	Monthly Cellular Charges	\$71.48
Bowmark Printing	Office Supplies	\$162.72
Button's Marine	Town Sign Supplies	\$162.27



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Credit Recovery	Collection Fees for June	\$55.37
Dicks & Co.	Office Supplies	\$54.17
Eastern Waste	Garbage Collection Fees	\$3779.10
Eastlink	Internet Charges	\$68.82
EMCO	Clamps for water line repairs	\$775.18
Gregory Stokes	2014 Auditing Fees	\$5361.85
Irving Energy	Dyed Diesel/Propane Heat	\$700.38
Mike's Auto	Tire Balance and Change	\$67.80
Municipal Assess.	3rd Quarter Assess Fees	\$2681.00
NL Power	Town Buildings/Street Lights	\$2954.81
Penney's Transport	June Courier Fees	\$172.36
RICOH	Copier Fees	\$402.39
Transcontinental	Paving Tender Advertising Fees	\$406.46
Walsh, Dale	Cellular Phone Charges - June/July	\$60.00
WINDCO	Town Flags	\$1356.00

**Total Council Payables: \$33,531.03**

*Fire Department Payables*

Air Liquide	Medical Oxygen Cylinder Rental	\$199.69
Bell Mobility	Van Cellular Charges	\$30.74
Bell Mobility-Radio	Pager Repair/Batteries	\$48.03
Bowmark Printing	Office Supplies	\$122.83
Button's Marine	Garage Paint Supplies	\$382.22
Gas Land Ltd	May Gas Charges-Bingo and Vehicles	\$80.00

**Total Fire Dept Payables: \$863.51**

*Heritage Committee Payables - June 23rd to present*

-No payables submitted

**Total Heritage Comm. Payables: \$0.00**

*Recreation Committee*

Button's Marine	Supplies for student project	\$192.85
Carol Ann Coish	Card Game Supplies	\$248.93





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Clarke's Supply	Fireworks for BDV Days	\$1502.90
Coastline Specialties	Basket Ball Net Systems	\$1683.70

**Total Recreation Comm. Payables: \$3628.38**

**TOTAL PAYABLES: \$38,022.92**

#### 8. Departmental Reports

- Maintenance
- Recreation Committee
- Heritage Committee
  - Heritage Committee Terms of Reference - DEFERRED

#### 9. New Business

- 2014 AER - Gas Tax
- Poll Tax Exemptions
- Building Permit - 7 Little Hill
- Building Permit - 85 Tavernor's Road
- NL Power Pole Installation - 8 Highland Road
- Flow Monitoring - Wastewater

#### 10. Policies & Procedures

- Updated policies/regulations for approval

#### 11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall 2015
- Clean up of the Harbour - Deferred until Spring 2016

#### 12. Time and date of next regular meeting.

#### 13. Adjourn.



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MINUTES OF MEETING  
**July 21st 2015**

PRESENT: Mayor G. Murphy  
Councillors: D. Potter, J. Emberley, K. Coish, G. Coish.

ABSENT: Deputy Mayor L. Keats, Councillor: G. Broderick

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:01PM

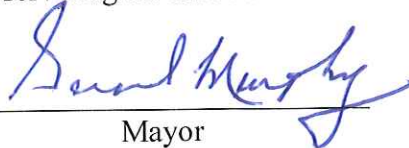
AGENDA: **15-108**      **Motion:**      G. Coish/J. Emberley  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote:      In favour:      5  
             Opposed:      0  
                                 Carried.

MINUTES: **15-109**      **Motion:**      J. Emberley/D. Potter  
RESOLVE that the minutes of the previous meeting held June 23rd be  
accepted as submitted.  
Vote:      In favour:      5  
             Opposed:      0  
                                 Carried.

BUSINESS  
ARISING:

- Lease Agreement - Bay de Verde Harbour Authority  
-Under Review by Municipal and Intergovernmental Affairs
- Sewer Project Update  
-August 1st start date pending approval from BAE Newplan.
- Paving Tender Results  
-Concord Paving is the only contractor who submitted a bid on this tender.  
-Councillor K. Coish is against paving Tavernor's Road and Cherry Hill Road  
when other residents on the hill are waiting for sewer services. The Mayor  
reminded councillors that the decision to pave Cherry Hill and Tavernor's was  
made at the previous council meeting.  
-A discussion was held regarding diverting funds from sewer project to  
paving. Councillors expressed concern on servicing the harbour and not the  
residents on the hill.

  
Town Clerk/Manager

  
Mayor



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-A suggestion was made to pave Tavernor's Road and not Cherry Hill or the other areas that are on the tender (Master's Road/Emberley's Point) because they were not discussed at the meeting. Councillors wondered why Road Committee members were not notified of the additional components added to the Tender. The Town Clerk/Manager reminded council that only a quote was received and that council committees are free to meet and discuss their issues and ideas and bring them forward to council meetings. A final discussion was held that all excess funds besides basic operational requirements be invested temporarily for use in the next phase of the sewer project.

**15-110 Motion:** G. Coish/D. Potter  
RESOLVE that the Town complete the portion of the tender for Tavernor's Road only at a cost of \$63,616.80 plus HST.

Vote: In favour: 4  
Opposed: 1 - Councillor K. Coish  
Carried.

- Farm Pond Development

-A review of comments by the community was presented to Council. After receiving positive response from the community a discussion was held about the size and location of the culvert to be installed. The Mayor believes that putting any money down the Farm will not provide economic development to the Town and therefore no money should be spent down there.

**15-111 Motion:** K. Coish/G. Coish  
RESOLVE that 10' of culvert be installed alongside Clay Pond after approval from the necessary governmental departments is received.

Vote: In favour: 5  
Opposed: 0  
Carried.

- Chlorination System Repair

-The Chlorination System was damaged during the capital works project as noted in the June 23rd minutes of council.

**15-112 Motion:** K. Coish/D. Potter  
RESOLVE that the new chlorination system be installed as soon as possible and the appropriate Form 3B be submitted to the Government Purchasing Agency under Section 3(d) of the Public Tendering Act.

Vote: In favour: 5  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor





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- Breakwater Project - Harbour Authority  
-A briefing was provided on the project and what the contractor's timelines are for the first phase of the project. The first phase entails the collecting and gathering of the large rock which will be stored until the spring. Estimated timeframe will be from August until November and from May to July in 2016.

CORRESPONDENCE  
RECEIVED:

**Fm:** Epilepsy NL - Donation Request

**15-113 Motion:** D. Potter/G. Coish  
RESOLVE that a \$25.00 donation be forwarded to this organization.  
Vote: In favour: 5  
Opposed: 0

Carried.

ACCOUNTS  
PAYABLE:

**15-114 Motion:** D. Potter/J. Emberley  
RESOLVE that the account listed below requiring payment be paid as listed:

Coish's Trucking	March/April Snow Clearing & Towing	\$1118.34
	Stone & Shale/Excavator work Cherry Hill	\$9492.00
	Stone	\$1200.00

Vote: In favour: 4  
Opposed: 0

Carried.

**Note:** Councillor K. Coish left chambers for the discussion and voting of Motion: 15-114 due to a conflict of interest.

**15-115 Motion:** J. Emberley/D. Potter  
RESOLVE that the accounts that have been paid be approved as listed:

*Paid since June 23rd Meeting*

Air Liquide	Annual Cylinder Rental	\$289.82
Atlantic Technical	Emergency Repairs to Chlorine system	\$1680.54
Bell Aliant	TH/HH/FE/FD	\$458.17
Bell Mobility	Monthly Cellular Charges	\$71.48
Bowmark Printing	Office Supplies	\$162.72

  
Town Clerk/Manager

  
Mayor





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Button's Marine	Town Sign Supplies	\$162.27
Credit Recovery	Collection Fees for June	\$55.37
Dicks & Co.	Office Supplies	\$54.17
Eastern Waste	Garbage Collection Fees	\$3779.10
Eastlink	Internet Charges	\$68.82
EMCO	Clamps for water line repairs	\$775.18
Gregory Stokes	2014 Auditing Fees	\$5361.85
Irving Energy	Dyed Diesel/Propane Heat	\$700.38
Mike's Auto	Tire Balance and Change	\$67.80
Municipal Assess.	3rd Quarter Assess Fees	\$2681.00
NL Power	Town Buildings/Street Lights	\$2954.81
Penney's Transport	June Courier Fees	\$172.36
RICOH	Copier Fees	\$402.39
Transcontinental	Paving Tender Advertising Fees	\$406.46
Walsh, Dale	Cellular Phone Charges - June/July	\$60.00
WINDCO	Town Flags	\$1356.00

**Total Council Payables: \$33,531.03**

*Fire Department Payables*

Air Liquide	Medical Oxygen Cylinder Rental	\$199.69
Bell Mobility	Van Cellular Charges	\$30.74
Bell Mobility-Radio	Pager Repair/Batteries	\$48.03
Bowmark Printing	Office Supplies	\$122.83
Button's Marine	Garage Paint Supplies	\$382.22
Gas Land Ltd	May Gas Charges-Bingo and Vehicles	\$80.00

**Total Fire Dept Payables: \$863.51**

*Heritage Committee Payables - June 23rd to present*

Foodland	Misc. House Supplies	\$110.39
Ocean View Conv.	Tea/Coffee/ Cleaning Supplies	\$25.00
Johnson's Garden	Flowers (JCP)	\$343.45
Carl Riggs	Travel (JCP)	\$300.00
Perfect Pen	Pens/notebooks	\$599.41
Button's Marine	JCP	\$1719.49
Hindy's Home	JCP	\$264.36
Dicks & Co, Ltd.	Office Supplies	\$54.06
Molly Walsh	Travel	\$57.60

Town Clerk/Manager

Mayor



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Penney's Transport	Freight Charges	\$18.31
Button's Marine Inc	JCP	\$918.83
Hindy's	JCP	\$2161.13
Button's Marine	JCP	\$317.61
O'Neils Garden	JCP	\$358.99
Hone Depot	JCP	\$436.29

**Total Heritage Comm. Payables: \$7684.92**

*Recreation Committee*

Button's Marine	Supplies for student project	\$192.85
Carol Ann Coish	Card Game Supplies	\$248.93
Clarke's Supply	Fireworks for BDV Days	\$1502.90
Coastline Specialties	Basket Ball Net Systems	\$1683.70

**Total Recreation Comm. Payables: \$3628.38**

**TOTAL PAYABLES: \$38,022.92**

Vote: In favour: 4  
Opposed: 0

Carried.

**Note:** Councillor G. Coish left chambers for the discussion and voting of Motion: 15-115 due to conflict of interest.

DEPARTMENTAL  
REPORTS:

• ***Heritage Committee***

-Heritage Committee Terms of Reference - DEFERRED

-A monthly report from the Heritage House Manager was read to council and filed.

NEW  
BUSINESS:

- 2014 AER - Gas Tax

**15-116**

**Motion:**

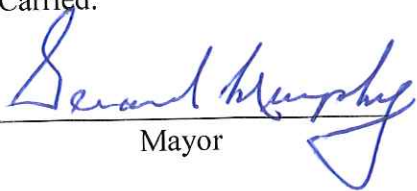
D. Potter/J. Emberley

RESOLVE that the 2014 Annual Gas Tax Expenditure Report be approved as submitted.

Vote: In favour: 5  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor



- Poll Tax Exemptions

-Three applications were received for a poll tax exemption under Section 127 (1) (c) of the *Municipalities Act*.

**15-117 Motion:** D. Potter/G. Coish  
RESOLVE that the three applications for a poll tax exemption under Section 127 (1) (c) of the *Municipalities Act* be approved.

Vote: In favour: 5  
Opposed: 0

Carried.

Applications received for a poll tax exemption under Section 111 of the *Municipalities Act*.

**15-118 Motion:** G. Coish/D. Potter  
RESOLVE that the applications for an exemption for a previous years poll tax under Section 111 (1) (c) of the *Municipalities Act* be approved and that a full reimbursement of any funds paid also be reimbursed.

Vote: In favour: 5  
Opposed: 0

Carried.

- Building Permit - 7 Little Hill

**15-119 Motion:** K. Coish/D. Potter  
RESOLVE that the building permit be approved as submitted.

Vote: In favour: 5  
Opposed: 0

Carried.

- Building Permit - 85 Tavernor's Road

**15-120 Motion:** D. Potter/J. Emberley  
RESOLVE that the building permit be approved as submitted.

Vote: In favour: 5  
Opposed: 0

Carried.

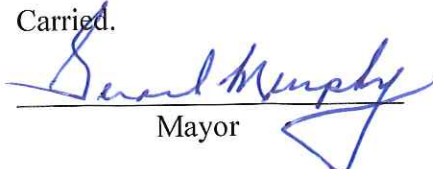
- NL Power Pole Installation - 8 Highland Road

**15-121 Motion:** K. Coish/D. Potter  
RESOLVE that the NL Power Pole Installation request be approved as submitted.

Vote: In favour: 5  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor





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- **Canada Post Office Closure**

-Canada post wishes to close our post office location on Saturdays and eliminate those part time hours. Support from the union by the town is requested.

**15-122 Motion:** D. Potter/J. Emberley  
RESOLVE that the Town strongly oppose the closure of our post office location on Saturdays and send a letter to Canada Post regarding this opposition.

Vote:	In favour:	5
	Opposed:	0

Carried.

- **Flow Monitoring - Wastewater**  
**DEFERRED**

- There were three important items that the Maintenance Operator was requesting be included in the waterline project. These were not included in the initial design due to budget constraints. As a result of the surplus funds available after the completion of the project, the Town Clerk/Manager requested permission from Municipal Affairs to include these items in the project. The request was approved. These three items will increase the clarity of our water supply, keep a consistent level of chlorine throughout the entire community and allow maintenance of the screen to occur without shutting off the water supply to the residents and plant.

**15-123 Motion:** D. Potter/J. Emberley  
RESOLVE that the Town of Bay de Verde use surplus funding from the 90/10 waterline project for the three items requested including engineering fees to have these much needed items put in place.

Vote:	In favour:	5
	Opposed:	0

Carried.

**COUNCILLOR**  
**NEW BUSINESS:**

- A discussion was held regarding changing pipe lines within the pumphouse to allow more water to the plant. The Maintenance Operator informed councillors that all the piping and meters newly installed would have to be changed to accommodate that suggestion.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor





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- There has been a lot of littering by Broom Cove Pond. This area will be checked periodically for littering and loitering.
- The ball field fence needs to be fixed however it was noted that this space is no longer being used.
- Councillors asked why gravel was being hauled to the tank area as it was not discussed at a meeting first. It was explained to council that this idea to develop this area had been discussed in the past and that the Maintenance Operator had time in his schedule. Councillors stated that there were complaints that the roads were not done and therefore they should be completed before any other projects like this take place. Councillors were informed that the roads were completed prior to this and no complaints had been received at the Town Office.

#### POLICIES & PROCEDURES

- Updated policies/regulations for approval  
DEFERRED

#### DEFERRED ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall 2015
- Clean up of the Harbour  
DEFERRED to the Spring 2016

#### NEXT

MEETING: Next regular meeting of council will be on Wednesday August 26th, 2015  
at 7PM

#### ADJOURN:

**15- 124**

#### Motion:


D. Potter/G. Coish

RESOLVE that with no further business presented for discussion the meeting  
be adjourned at 9:03PM.

Vote:	In favour:	5
	Opposed:	0

Carried.

  
Town Clerk/Manager

  
Mayor



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**Agenda for Council Meeting**  
**Wednesday August 26th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held July 21st, 2015
4. Business arising from the minutes.
  - Sewer Project Update
    - NL Power bill incurred
    - Waterline issues during project
    - Culvert replacement
    - Highland Road waterline upgrade
  - Lease Agreement - Bay de Verde Harbour Authority
  - Hiking Trail Update
  - Quinlan Brother's - Transportation of Offal/Smell in the Harbour
5. Mayor's Report.
6. Correspondence Received:
  - Fm:** Ravyn Turpin - Donation Request
  - Fm:** Dept. MAIGA - MCW application
  - Fm:** Dept. FES - Protection Financial Assistance Grant Project
  - Fm:** MNL - 2015 Convention
  - Fm:** Resident - Cat Control issues
7. Accounts Payable:

BAE Newplan	Engineering Fees for Sewer Project	\$23,103.34
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*Paid since July 21st Meeting*

Atlantic Technical	Water Repair Parts	\$132.21
Avalon Industrial	Safety Equipment	\$309.28
Bell Aliant	TH/HHx2/FEx2/FD	\$690.14
Bell Mobility	Monthly Cellular Charges	\$112.60
BMS Extinguishers	Annual Fire Extinguisher Testing	\$249.11
Button's Marine	Town Sign/Garage Supplies/Safety Equip	\$229.75
Credit Recovery	Collection Fees for July	\$32.77
Construction Signs	Motorized Vehicle Sign	\$59.33
Dicks & Co.	Office Supplies	\$64.85
Dept. Trans. & Works	Ice Control Materials - Feb -April 2015	\$3,186.60
Eastern Waste	Garbage Collection Fees	\$3,779.10
Eastlink	Internet Charges	\$68.82
Glacier Cove	Annual Web Domain Fees	\$28.19
Irving Energy	Dyed Diesel/Propane Cylinder Rental	\$641.33
NL Power	Town Buildings/Street Lights	\$2,904.76
Tara North	Office Supp/Postage/Travel/Gift	\$320.01
Penney's Transport	June Courier Fees	\$94.26
Petty Cash	Postage/Social Supp/Travel	\$97.70
Specialty Apparel	Councillor Jacket	\$62.15

**Total Council Payables: \$36,166.30**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$30.74
Randy Coish	Donation in Memory	\$50.00
Gas Land Ltd	July Gas Charges-Bingo and Vehicles	\$130.35
Tara North	Prizes for BDV Days	\$42.90
Petty Cash	50/50 Draw/Truck Supplies/Gas/Postage	\$488.80

**Total Fire Dept Payables: \$742.79**

*Heritage Committee Payables - July 21st to August 7th*

Button's Marine	Hand saw/Paint/Screws/gloves/soil	\$521.05
Hidden Treasures	Metal Plate (Museum)	\$33.90
Button's Marine	JCP	\$175.21
Button's Marine	Phone Cord/Detergent/Garbage Bags	\$16.68
Gerald Riggs	Travel	\$160.00



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Dicks & Co. Ltd.	Office Supplies	\$181.56
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**Total Heritage Comm. Payables: \$1,088.40**

*Recreation Committee*

Apex Construction	Fencing for Playground	\$339.00
Arrow Games	Bingo Cards/Spins/Nevadas	\$262.06
Avalon Industrial	Hole Digger Rental	\$56.60
Button's Marine	Supplies for student project	\$492.80
Carol Ann Coish	Card Game Supplies/BDV Days	\$1,419.57
Joanne Coish	Travel BDV Days	\$57.60
Glen Jewers	BDV Days	\$250.00
Tara North	Supplies for BDV Days/Playground	\$314.23
Penney's Courier	Freight Charges	\$18.31
Petty Cash	Card Game Supplies	\$170.35
Elizabeth Power	Supplies for BDV Days	\$26.98
St. Barnabas	BDV Days - Hall Rental	\$100.00
R.C. Parish	BDV Days - Hall Rental	\$130.00

**Total Recreation Comm. Payables: \$3,637.50**

**TOTAL PAYABLES: \$41,634.99**

8. Departmental Reports

- Maintenance
- Recreation Committee
- Heritage Committee
  - Heritage Committee Terms of Reference - DEFERRED

9. New Business

- Come Home Year Celebration
- NL Power Pole Installation - 25 Lockyer's Ground
- New Home Building Permit Application - Back Road

10. Policies & Procedures

- Updated policies/regulations for approval





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11. Deferred Items

- Flow Monitoring - Wastewater
- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall 2015
- Clean up of the Harbour - Deferred until Spring 2016

12. Time and date of next regular meeting.

13. Adjourn.



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MINUTES OF MEETING  
**August 26th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter.

ABSENT: Councillor: G. Coish.

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:00 PM

AGENDA: **15-125**      **Motion:** J. Emberley/G. Broderick  
RESOLVE that the agenda for today's meeting be accepted as submitted.

Vote:            In favour:    4  
                     Opposed:      0

Carried.

MINUTES: **15-126**      **Motion:** J. Emberley/G. Broderick  
RESOLVE that the minutes of the previous meeting held July 21st be  
accepted as submitted and revised.

Vote:            In favour:    4  
                     Opposed:      0

Carried.

BUSINESS

ARISING: **NOTE:** Deputy Mayor arrived at 7:02PM


- Lease Agreement - Bay de Verde Harbour Authority  
**15-127**      **Motion:** J. Emberley/G. Broderick  
RESOLVE that the property on which the Harbour Authority building sits on  
be leased for \$1.00 for 99 years.

Vote:            In favour:    5  
                     Opposed:      0

Carried.

- Hiking Trail Update  
-Correspondence was received from Municipal Affairs asking what council's  
intentions with the trail were. Based on that the council should seek legal  
advice as to whether or not they wish to have title to this land or an easement.

  
Town Clerk/Manager

  
Mayor



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-Against the Town Clerk/Manager's advice, the Mayor responded that the Town Office send an update to Municipal Affairs stating that the Town of Bay de Verde or its committees will not be maintaining, building, or grooming the property, therefore the council wishes to withdraw its application for an easement.

**NOTE:** Councillor D. Potter arrived at 7:15PM

- Quinlan Brother's - Transportation of Offal/Smell in the Harbour
- A discussion was held about the smell in the harbour and how the trucks carrying offal are continuously travelling to the dump uncovered and leaking juice all over the road. The Town Office has received numerous complaints.

**15-128**

**Motion:**

L. Keats/K. Coish

RESOLVE that if a Quinlan Brother's Ltd. offal truck is seen going up over the hill without a cover over the offal and/or discharges juice over the road a \$1000 levy will be charged to Quinlan Brother's for each occurrence.

Vote:

In favour:

4

Opposed:

2

- Councillor: D. Potter/G. Broderick

Carried.

#### MAYORS

**REPORT:** The Mayor stated that Mr. Robin Quinlan called him at home after the last meeting July 21 and wanted to know who owned the land where the shell is being dumped. The Mayor stated it is Crown Land but it is within the Municipal Boundaries of Bay de Verde. Mr. Quinlan stated that Quinlan Brother's is in the process of considering a drying operation for crab shell in that area.

#### CORRESPONDENCE

##### RECEIVED:

**Fm:** Friends of Ravyn Turpin - Donation Request

**15-129**

**Motion:**

G. Broderick/D. Potter

RESOLVE that the Town of Bay de Verde donate \$200.00 to Ravyn Turpin.

Vote:

In favour:

6

Opposed:

0

Carried.

**Fm:** Dept. Municipal and Intergovernmental Affairs - 2014-2015 Municipal Capital Works application status.

- The application the Town of Bay de Verde submitted last fall for sewer expansion was denied.

  
Town Clerk/Manager

  
Mayor



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**15-130 Motion:** D. Potter/J. Emberley  
RESOLVE that when the 2015-2016 application process opens this fall, the Town Clerk/Manager is to make application under the Municipal Capital Works Program for sewer expansion (Phase Two and Three) in Bay de Verde.

Vote: In favour: 6  
Opposed: 0

Carried.

**Fm:** Fire and Emergency Services - Fire Protection Financial Assistance Grant Project.

-The Bay de Verde Fire Department was successful in getting four new sets of bunker gear for its members.

**Fm:** MNL - 2015 Convention

-No members of council wish to attend.

**Fm:** Resident - Cat Control issues

-A letter was received from Ms. Winnie Fahey regarding a program to help control the cat population problems in Bay de Verde. Her program is called TNR (Trap/Neuter/Release).

**15-131 Motion:** K. Coish/D. Potter  
RESOLVE that the Town of Bay de Verde support Ms. Fahey's TNR program by promoting it on the Town's website and Facebook Page and donating \$150.00 to her program.


Vote: In favour: 6  
Opposed: 0

Carried.

#### BUSINESS ARISING -2:

- Sewer Project Update

-Mr. Scott Coish arrived at the meeting to brief council on the numerous issues that have arise during the sewer project. Problems include items such as the water line interfering with the sewer line installation and being in a different location than that depicted on the drawings provided by the engineers. Furthermore, the light pole by Wilfred Riggs' was in the way for the first man hole installation. A substantial bill will be incurred for Newfoundland Power to suspend this pole overnight.

  
Town Clerk/Manager

  
Mayor





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-As a result of the issues incurred, the Council has no issue with Coish's Trucking being granted an extension to finish the project.  
-Mr. Coish also mentioned that there are culverts that need to be replaced and the suggestion is that it should be done now before he redresses the roads and the paving gets done. He also mentioned that ditching needs to be done on both sides up and down Cherry Hill. No culvert replacement was included in the project.

**15-132 Motion:** L. Keats/G. Broderick  
RESOLVE that the culverts and ditching be completed as recommended.

Vote: In favour: 6  
Opposed: 0

Carried.

-Finally, it was discussed that Highland Road has resident owned old and deteriorating waterline piping currently in place. The suggestion is to replace this old infrastructure with new Town owned equipment to provide each resident with up to date waterlines and a curb stop to each property (which currently does not exist).

**15-133 Motion:** L. Keats/D. Potter  
RESOLVE that in conjunction with Coish's Trucking, the Town replace all existing piping on Highland Rd with new 2 inch, Town owned waterlines and that a curb stop for each house be connected to the 6" line.

Vote: In favour: 6  
Opposed: 0

Carried.

#### ACCOUNTS PAYABLE:

**15-134 Motion:** G. Broderick/K. Coish  
RESOLVE that the accounts listed below requiring payment be paid and those that have already been paid be approved as listed except for the invoice for BAE Newplan regarding engineering fees for the sewer project.

BAE Newplan	Engineering Fees for Sewer Project	\$23,103.34
-------------	------------------------------------	-------------

*Paid since July 21st Meeting*

Atlantic Technical	Water Repair Parts	\$132.21
Avalon Industrial	Safety Equipment	\$309.28

  
Town Clerk/Manager

  
Mayor



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Bell Aliant	TH/HHx2/FEx2/FD	\$690.14
Bell Mobility	Monthly Cellular Charges	\$112.60
BMS Extinguishers	Annual Fire Extinguisher Testing	\$249.11
Button's Marine	Town Sign/Garage Supplies/Safety Equip	\$229.75
Credit Recovery	Collection Fees for July	\$32.77
Construction Signs	Motorized Vehicle Sign	\$59.33
Dicks & Co.	Office Supplies	\$64.85
Dept. Trans. & Works	Ice Control Materials - Feb -April 2015	\$3,186.60
Eastern Waste	Garbage Collection Fees	\$3,779.10
Eastlink	Internet Charges	\$68.82
Glacier Cove	Annual Web Domain Fees	\$28.19
Irving Energy	Dyed Diesel/Propane Cylinder Rental	\$641.33
NL Power	Town Buildings/Street Lights	\$2,904.76
Tara North	Office Supp/Postage/Travel/Gift	\$320.01
Penney's Transport	June Courier Fees	\$94.26
Petty Cash	Postage/Social Supp/Travel	\$97.70
Specialty Apparel	Councillor Jacket	\$62.15

**Total Council Payables: \$36,166.30**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$30.74
Randy Coish	Donation in Memory	\$50.00
Gas Land Ltd	July Gas Charges-Bingo and Vehicles	\$130.35
Tara North	Prizes for BDV Days	\$42.90
Petty Cash	50/50 Draw/Truck Supplies/Gas/Postage	\$488.80

**Total Fire Dept Payables: \$742.79**

*Heritage Committee Payables - July 21st to August 7th*

Button's Marine	Hand saw/Paint/Screws/gloves/soil	\$521.05
Hidden Treasures	Metal Plate (Museum)	\$33.90
Button's Marine	JCP	\$175.21
Button's Marine	Phone Cord/Detergent/Garbage Bags	\$16.68
Gerald Riggs	Travel	\$160.00
Dicks & Co. Ltd.	Office Supplies	\$181.56

**Total Heritage Comm. Payables: \$1,088.40**

  
Town Clerk/Manager

  
Mayor



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*Recreation Committee*

Apex Construction	Fencing for Playground	\$339.00
Arrow Games	Bingo Cards/Spins/Nevadas	\$262.06
Avalon Industrial	Hole Digger Rental	\$56.60
Button's Marine	Supplies for student project	\$492.80
Carol Ann Coish	Card Game Supplies/BDV Days	\$1,419.57
Joanne Coish	Travel BDV Days	\$57.60
Glen Jewers	BDV Days	\$250.00
Tara North	Supplies for BDV Days/Playground	\$314.23
Penney's Courier	Freight Charges	\$18.31
Petty Cash	Card Game Supplies	\$170.35
Elizabeth Power	Supplies for BDV Days	\$26.98
St. Barnabas	BDV Days - Hall Rental	\$100.00
R.C. Parish	BDV Days - Hall Rental	\$130.00

**Total Recreation Comm. Payables: \$3,637.50**

**TOTAL PAYABLES: \$41,634.99**

Vote: In favour: 6  
Opposed: 0

Carried.

**15- 134 Motion:** L. Keats/D. Potter  
RESOLVE that the Town Office write a letter of dissatisfaction to BAE Newplan Group and request their presence at a meeting as soon as possible to discuss these issues and the project going forward.

Vote: In favour: 6  
Opposed: 0

Carried.

DEPARTMENTAL  
REPORTS:

- **Maintenance**  
-Nothing to report
- **Recreation**  
-Nothing to report

  
Town Clerk/Manager

  
Mayor





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- **Heritage Committee**

-Heritage Committee Terms of Reference - DEFERRED

NEW  
BUSINESS:

- **Come Home Year Celebration**

The Town Clerk/Manager and Councillor J. Emberley requested the Town Host its first Come Home Year in 2016. They presented a sample week of events that they would take place from July 31st to August 6th.

**15- 135                      Motion:**                      K. Coish/G. Broderick  
RESOLVE that the Town of Bay de Verde hold its first Come Home Year in 2016.

Vote:	In favour:	6
	Opposed:	0

Carried.

- **NL Power Pole Installation Request - 25 Lockyer's Ground**

**15- 136                      Motion:**                      L. Keats/J. Emberley  
RESOLVE that the request from Newfoundland Power to install a power pole at 25 Lockyer's Ground be approved.

Vote:	In favour:	4
	Opposed:	0

Carried.

**NOTE:** Councillors K. Coish and G. Broderick left chambers for the discussion and voting on this motion due to a conflict of interest. The applicant is the son and nephew of the councillors respectively.

- **New Home Building Permit Application - 5-7 Back Road**

**15- 137                      Motion:**                      L. Keats/D. Potter  
RESOLVE that the request to build a home on Back Road be approved as submitted.

Vote:	In favour:	6
	Opposed:	0

Carried.

COUNCILLOR

NEW BUSINESS:

- Quinlan Brother's Limited is requesting gravel from the Town of Bay de Verde's gravel pit. The Mayor stated he is against any gravel coming out of the pit at all.

  
Town Clerk/Manager

  
Mayor





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**15-138 Motion:** L. Keats  
RESOLVE that Quinlan Brother's Limited remove gravel from their own pit.  
Died on the floor with no seconder.

- Councillor Potter brought forth the idea to create a trail from Bay de Verde to Split Point Cove and connect it to Red Head Cove's Walking Trail. The Town Office will contact the committees in Bay de Verde to see if they are interested creating this trail.

#### POLICIES & PROCEDURES

- Updated policies/regulations for approval  
DEFERRED

#### DEFERRED ITEMS:

- Flow Monitoring - Wastewater  
DEFERRED

Against Town Clerk/Manager's suggestion the Council does not wish to discuss this until they will be forced to by Gas Tax.

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall 2015
- Clean up of the Harbour  
DEFERRED to the Spring 2016

#### NEXT

MEETING: Next regular meeting of council will be on Wednesday September 16th, 2015 at 7PM.

#### ADJOURN:

**15-139 Motion:** G. Broderick/D. Potter  
RESOLVE that with no further business presented for discussion the meeting be adjourned at 8:59PM.

Vote: In favour: 6  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor



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**Agenda for Special Meeting**

**September 2, 2015 at 1PM**

1. Call to Order.

2. Purpose of the Meeting:

- BAE Newplan Engineering Visit
  - 1. Waterline Issues during
  - 2. NL Power Pole Bill incurred
- Culvert Replacement - MOTION: 15-132
- Brain Noonan's Sewer/Water Installation
- Quarry Referral Letter - Quinlan Brother's Ltd.
- Crown Land Municipal Application - Quinlan Brother's Ltd.

3. Adjourn.



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**MINUTES OF SPECIAL MEETING**  
**SEPTEMBER 2ND, 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats.  
Councillors: K. Coish, D. Potter, G. Broderick, G. Coish.  
Wayne Manuel, Keith Bartlett - BAE Newplan Group

ABSENT: Councillor: J. Emberley.

CALL TO

ORDER: Meeting was called to order by the Mayor at 1:00PM.

AGENDA: **15-140**      **Motion:**      L. Keats/D. Potter  
RESOLVE that the agenda for today's special meeting be accepted as submitted.

Vote:      In favour:      5  
             Opposed:      0

Carried.

**NOTE:** Councillor G. Coish arrived at 1:15PM

PURPOSE  
OF MEETING:

- BAE Newplan Engineering Visit

*1. Waterline Issues during Sewer Project*

The council briefed the engineers on their issues with the waterline during the sewer project. The engineers explained that the line was installed in 1985. They said today there is new technology that allows for more accurate as built drawings after a project is complete then was available in 1985. They also briefed council that the costing would have been the same either way as these costs would have been reflected in the price of the tender. Furthermore, these problems may actually come in cheaper since the contract is a time and materials per unit based contract. Councillor G. Coish mentioned how the road has been altered (widened) since those drawings were completed.

*2. Newfoundland Power Pole Bill incurred*

- Yes this should have been included but it was not. It would follow under

  
Town Clerk/Manager

  
Mayor



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the allowance section of the contract. As per above, the Town would still have to pay the same amount for this part of work. BAE Newplan did request the pole be braced but Newfoundland Power denied the request.

-A question was asked regarding all these delays and the onsite engineer fees that would be assumed after the contract's completion date. All requests for an extension need be presented to BAE Newplan so they can prove the legitimacy for any extension requests. Council stated that all the delays are from the poor drawings from 1985. Wayne Manuel stated that there will be a 50% reduction for the on site inspection fees in relation to the waterline issues since it is their company that did the drawings back then and as a show of good faith. If an extension request comes in for rock then it has nothing to do with their organization.

### *3. Culverts*

-There were two culverts in the drawings but their replacement costs were not included in the tender specifications.

-BAE Newplan responded that if a culvert was rusted out then it should be replaced at the Town's expense but if it was new (3 years for one across the road) and damaged by contractor then it is at his expense.

-There is now an extra cost to the Town for gravel since none of the fill that came out of the ground can go back in. The engineers stated that this is what happens with a unit priced contract and that they still only reimburse based on the size of the hole not all that was excavated.

### *4. Brain Noonan's Sewer/Water Installation*

-Discussion was held regarding the ownership of the land between the Noonan residences and providing services to property that is considered private. No engineering specs have been completed to date for this work and the ownership of the land needs to be straightened out before any work could be done. The current service has already been planned for and approved. As of now the stub will go as per where the contract states.

- Culvert Replacement - Motion: 15-132

-The Mayor feels that our Maintenance Operator should do this recommended work instead of Coish's Trucking to save the Town money. The culvert that crosses the road on Cherry Hill and the one located at 2 Cherry Hill Rd is to be

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor





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completed by the contractor. The other three culverts requiring replacement on Cherry Hill will be completed by the Town.

**15-141 Motion:** L. Keats/G. Broderick

RESOLVE that Motion: 15-132 be rescinded.

Vote: In favour: 6  
Opposed: 0

Carried.

- *Quarry Referral Letter - Quinlan Brother's Ltd.*

**15-142 Motion:** K. Coish/D. Potter

RESOLVE that the Town of Bay de Verde approve Quinlan Brother's Limited request for a new quarry permit under the following conditions: They must stay within their quarry boundaries, gravel is not to leave the municipal boundaries of Bay de Verde and that the permit be granted as long as they hold a permit with the Department of Environment to bury offal.

Vote: In favour: 6  
Opposed: 0

Carried.

- *Municipal Approval Application Request - Crown Land*

-Mr. Robin Quinlan contacted the Mayor again and requested a meeting with him. The Mayor met with Mr. Quinlan and Mr. Hatch at the plant in Bay de Verde to discuss their new project. He provided the Mayor with an environment assessment/proposal for a Shrimp/Crab Drying Plant in Bay de Verde. The Mayor passed this information onto council at this meeting.

-There was a discussion as to whether the location of the plant is Crown Land or privately owned. Councillors K. Coish and D. Potter feel Quinlan Brother's should be presenting their requests to the council as a whole and not to any individual councillor. Since the council is unaware of this idea or request this item has been DEFERRED.

ADJOURN: **15-143 Motion:** L. Keats/K. Coish

RESOLVE that with the business for meeting discussed, the Special Meeting be adjourned at 2:44PM.

Vote: In favour: 6  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Mayor



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**Agenda for Council Meeting**  
**Wednesday September 16th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held August 26th, 2015
  - Special Meeting held September 2nd, 2015
4. Business arising from the minutes.
  - Quinlan Brother's Ltd - Request for drying facility in BDV. Mr. Quinlan and Hatch to be in attendance. See the briefing that is attached and provided in advance to councillors in preparation for this meeting.
5. Mayor's Report.
6. Correspondence Received:

7. Accounts Payable:

BAE Newplan	Engineering Fees for Sewer Project	\$27,625.40
Brenntag	Chlorine	\$855.63
Button's Marine	W&S repair parts for Highland Road	\$52.60
Eastern Waste	Garbage Collection Fees	\$3,779.10
Penney's Transport	August Freight Charges	\$18.31

*Paid since August 26th Meeting*

Atlantic Technical	Chlorination System Replacement	\$45,767.26
Bell Aliant	Town Office/Fire Dept.	\$290.13
Button's Marine	Highland Road Waterline Supplies	\$238.48
Dicks & Co.	Office Supplies	\$46.15
EMCO	Waterline Repair Parts	\$144.96
Glacier Cove	Annual Web Domain Fees	\$28.19
Irving Energy	Propane	\$5.46
NL Power	Town Buildings/Street Lights	\$2,710.73
North, Tara	Office/Social/Cleaning Supplies/ Postage/Travel/Gifts	\$374.73



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Walsh, Eileen	Travel	\$57.60
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**Total Council Payables: \$81,994.73**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$30.74
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**Total Fire Dept Payables: \$30.74**

*Heritage Committee Payables - August 8th - 28th*

Buttons Marine	JCP	\$396.60
Carl Riggs	Gas(Weed Eater/Phone for HH)	\$88.17
Penney's Courier	Freight Charges	\$18.98
Molly Walsh	Travel	\$115.20
Brendan Doyle	Donation	\$100.00
Laura Turpin	Donation	\$100.00
Oceanview	Cleaning Supplies	\$74.58
Dicks & Co. Ltd.	Ink Cart. (Printer)	\$30.80
Rec. General	Tax Remittance	\$283.88
Carl Riggs	Travel (JCP)	\$388.00
The Vinyl Frontier	JCP	\$339.00
Anglican Parish	Hall Rental (Peace Concert)	\$100.00

**Total Heritage Comm. Payables: \$2,035.21**

*Recreation Committee*

Carol Ann Coish	Card Game Supplies	\$158.86
Foodland	BDV Days Supplies	\$104.96
NL Exchequer	Licencing Fees - Nevadas BDV Days	\$20.00
Oceanview Con.	BDV Days Supplies/Donation Ravyn	\$504.46

**Total Recreation Comm. Payables: \$788.28**

**TOTAL PAYABLES: \$84,848.96**



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#### 8. Departmental Reports

- Maintenance
- Recreation Committee
- Heritage Committee
  - Heritage Committee Terms of Reference - DEFERRED

#### 9. New Business

- Building Permit Application - 16 Spring Hill Road
- Building Permit Application - 36 Tavernor's Road
- Training Sept 24th - Maintenance Operator
- Training Oct 8th - Maintenance Operator
- Training Nov 24-26th - Maintenance Operator
- Training Oct 23rd - Town Clerk/Manager
- Training Nov 20th - Town Clerk/Manager
- Training Dec 4th - Town Clerk/Manager

#### 10. Policies & Procedures

- Updated policies/regulations for approval

#### 11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall 2015
- Clean up of the Harbour - Deferred until Spring 2016

#### 12. Time and date of next regular meeting.

#### 13. Adjourn.





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MINUTES OF MEETING  
**September 16th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter, G. Coish.

GUESTS: Robin Quinlan, Barry Hatch - Quinlan Brother's Ltd

CALL TO

ORDER: Meeting was called to order by the Mayor at 6:59PM

AGENDA: **15-140 Motion:** J. Emberley/D. Potter  
RESOLVE that the agenda for today's meeting be accepted as submitted.

Vote: In favour: 6  
Opposed: 0

Carried.

MINUTES: **15-141 Motion:** J. Emberley/L. Keats  
RESOLVE that the minutes of the previous meeting held August 26th be accepted as submitted and revised.

Vote: In favour: 6  
Opposed: 0

Carried.

**15-142 Motion:** K. Coish/G. Broderick  
RESOLVE that the minutes of the previous Special Meeting held September 2nd be accepted as submitted and revised.

Vote: In favour: 6  
Opposed: 0

Carried.

BUSINESS  
ARISING:

- The proposal for the scope of work for the additions to the waterline project from BAE Newplan for the engineering phase was briefed to council.

**15-143 Motion:** K. Coish/D. Potter  
RESOLVE that the scope of work proposed by BAE Newplan be accepted in order to proceed with the new additions for the waterline project.

  
Town Clerk/Manager

  
Deputy Mayor



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Vote: In favour: 6  
Opposed: 0

Carried.

- Quinlan Brother's Ltd - Request for drying facility in BDV.
- Mr. Quinlan and Hatch are in attendance to brief the council on their proposed shell drying facility in the vicinity known as the "dump".
- Quinlan Brother's submitted an environmental assessment for the concept to dry shell and ship it out to be sold instead of burying it in the "dump".
- A lengthy discussion was held regarding this facility, its proposed location, how the shell will travel to the dump area and how this is not a meal plant.
- Mr. Quinlan stated that he is 100% confident that this plant will not affect residents of Bay de Verde.
- Discussion turned to cleaning up the harbour. Mr. Quinlan stated that they are close to a solution and have been in discussions with RJG Construction.

**NOTE:** Guests departed meeting at 8:21PM.

- After the guests departed, councillors questioned a paragraph in the Environmental Assessment Proposal that states: *"The local town council has been contacted and the approval of principle has been given in principle."*
- The Mayor would like council to send a letter to the appropriate officials, stating that the information contained in this proposal referencing this statement in particular *is erroneous and incorrect* and that this proposal has not even been discussed until today.

**15-144 Motion:** L. Keats/J. Emberley  
RESOLVE that a letter be written to the Minister of the Department of Environment notifying them that the Town of Bay de Verde made no such approval on this application or drying facility at all to date.

Vote: In favour: 6  
Opposed: 0

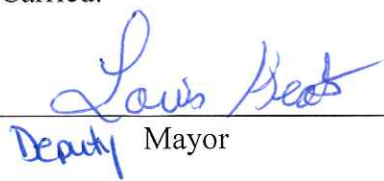
Carried.

**15-145 Motion:** D. Potter/G. Broderick  
RESOLVE that a "Notice of Development" be mailed to all residents including with it the overview of the project written by Quinlan Brother's Ltd, requesting feedback from the residents by October 2nd, 2015.

Vote: In favour: 6  
Opposed: 0

Carried.

  
Town Clerk/Manager

  
Deputy Mayor



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## MAYORS

REPORT: On Bank Road there is no street light and there is a lot of people walking and traffic in this area.

**15-146** **Motion:** D. Potter/J. Emberley

RESOLVE that the Town have a light installed on Bank Road.

Vote: In favour: 6  
Opposed: 0

Carried.

-Coming out over the highway we have three young families, suggestion to install Children at Play Signs.

**15-147** **Motion:** J. Emberley/K. Coish

RESOLVE to erect to signs on the highway.

Vote: In favour: 6  
Opposed: 0

Carried.

## CORRESPONDENCE

### RECEIVED:

**Fm:** Councillor Galgay - MNL sponsorship - FILE

## ACCOUNTS

### PAYABLE:

**15-148** **Motion:** G. Broderick/J. Emberley


RESOLVE that the accounts listed below requiring payment be paid and those that have already been paid be approved as listed.

BAE Newplan	Engineering Fees for Sewer Project	\$27,625.40
Brenntag	Chlorine	\$855.63
Button's Marine	W&S repair parts for Highland Road	\$52.60
Eastern Waste	Garbage Collection Fees	\$3,779.10
Penney's Transport	August Freight Charges	\$18.31

### *Paid since August 26th Meeting*

Atlantic Technical	Chlorination System Replacement	\$45,767.26
Bell Aliant	Town Office/Fire Dept.	\$290.13
Button's Marine	Highland Road Waterline Supplies	\$238.48
Dicks & Co.	Office Supplies	\$46.15
EMCO	Waterline Repair Parts	\$144.96
Glacier Cove	Annual Web Domain Fees	\$28.19

  
Town Clerk/Manager

  
Deputy Mayor





The Town of Bay de Verde  
P.O. Box 10  
Bay de Verde, NL A0A 1E0  
T: 1-709-587-2260; F: 1-709-587-2049  
[towncouncilbdv@persona.ca](mailto:towncouncilbdv@persona.ca)

Irving Energy	Propane	\$5.46
NL Power	Town Buildings/Street Lights	\$2,710.73
North, Tara	Office/Social/Cleaning Supplies/ Postage/Travel/Gifts	\$374.73
Walsh, Eileen	Travel	\$57.60

**Total Council Payables: \$81,994.73**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$30.74
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**Total Fire Dept Payables: \$30.74**

*Heritage Committee Payables - August 8th - 28th*

Buttons Marine	JCP	\$396.60
Carl Riggs	Gas(Weed Eater/Phone for HH)	\$88.17
Penney's Courier	Freight Charges	\$18.98
Molly Walsh	Travel	\$115.20
Brendan Doyle	Donation	\$100.00
Laura Turpin	Donation	\$100.00
Oceanview	Cleaning Supplies	\$74.58
Dicks & Co. Ltd.	Ink Cart. (Printer)	\$30.80
Rec. General	Tax Remittance	\$283.88
Carl Riggs	Travel (JCP)	\$388.00
The Vinyl Frontier	JCP	\$339.00
Anglican Parish	Hall Rental (Peace Concert)	\$100.00

**Total Heritage Comm. Payables: \$2,035.21**

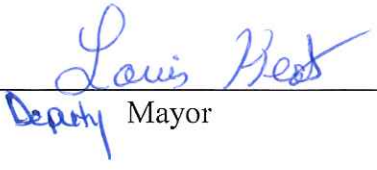
*Recreation Committee*

Carol Ann Coish	Card Game Supplies	\$158.86
Foodland	BDV Days Supplies	\$104.96
NL Exchequer	Licencing Fees - Nevadas BDV Days	\$20.00
Oceanview Con.	BDV Days Supplies/Donation Ravyn	\$504.46

**Total Recreation Comm. Payables: \$788.28**

**TOTAL PAYABLES: \$84,848.96**

  
Town Clerk/Manager

  
Deputy Mayor





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Vote: In favour: 6  
Opposed: 0

Carried.

#### DEPARTMENTAL REPORTS:

- **Maintenance**  
-Water is installed and all hooked up on Highland Road. Dale to test water at these houses for chlorine level.
- **Recreation**
- **Heritage Committee**  
-Heritage Committee Terms of Reference - DEFERRED

#### NEW BUSINESS:

- Building Permit Application - 16 Spring Hill Road  
**15-149 Motion:** G. Broderick/D. Potter  
RESOLVE that the building permit application be approved as submitted.

Vote: In favour: 6  
Opposed: 0

Carried.

- Building Permit Application - 36 Tavernor's Road  
**15-150 Motion:** K. Coish/G. Broderick  
RESOLVE that the building permit application be approved as submitted.

Vote: In favour: 6  
Opposed: 0

Carried.

- Building Permit Application - 7 Little Hill  
**15-151 Motion:** L. Keats/D. Potter  
RESOLVE that the building permit application be approved as submitted.

Vote: In favour: 6  
Opposed: 0

Carried.

- Training - Maintenance Operator & Town Clerk/Manager  
-The Town Clerk/Manager listed all the fall training that is coming up for herself and the Maintenance Operator.

  
Town Clerk/Manager

  
Deputy Mayor



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**15-152 Motion:** D. Potter/K. Coish  
RESOLVE that the Maintenance Operator and Town Clerk/Manager attend all the training listed.

Vote: In favour: 6  
Opposed: 0

Carried.

**15-153 Motion:** J. Emberley/K. Coish  
RESOLVE that the Maintenance Operator and Town Clerk/Manager attend the new legislative WHSCC training required on September 28th and 29th.

Vote: In favour: 6  
Opposed: 0

Carried.

COUNCILLOR  
NEW BUSINESS:

- Deputy Mayor L. Keats brought up the requirement to put in three new culverts on Cherry Hill Road.

**15-154 Motion:** D. Potter/J. Emberley  
RESOLVE that Coish's Trucking put three new culverts in the ground at the specific location to the proper depth.

Vote: In favour: 6  
Opposed: 0

Carried.

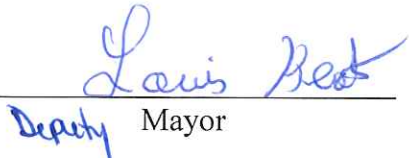
POLICIES &  
PROCEDURES:

- Updated policies/regulations for approval  
DEFERRED

DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
DEFERRED
- Tourism options for the Town  
DEFERRED
- Garage Door replacement Quote  
DEFERRED to the Fall 2015

  
Town Clerk/Manager

  
Deputy Mayor



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- Clean up of the Harbour  
DEFERRED to the Spring 2016

NEXT

MEETING: Next regular meeting of council will be on Wednesday October 7th at 7PM


ADJOURN:

**15- 155**                      **Motion:**                      G. Broderick/D. Potter  
RESOLVE that with no further business presented for discussion the meeting be adjourned at 9:32PM.

Vote:	In favour:	6
	Opposed:	0

Carried.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Deputy Mayor



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MINUTES OF MEETING  
**October 7th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter, G. Coish.

GUESTS: Brian Walsh and Ambrose Broaders

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:03PM

AGENDA: **15-156**      **Motion:**      D. Potter/G. Broderick  
RESOLVE that the agenda for today's meeting be accepted as submitted.

Vote:              In favour:      6  
                         Opposed:        0

Carried.

MINUTES: **15-157**      **Motion:**      J. Emberley/D. Potter  
RESOLVE that the minutes of the previous meeting held September 16th be accepted as submitted.

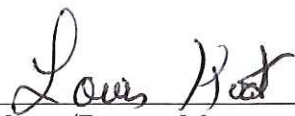
Vote:              In favour:      6  
                         Opposed:        0

Carried.

BUSINESS  
ARISING:

- Quinlan Brother's Ltd - Request for drying facility in BDV.  
-The Mayor requested an update on the issue related to the erroneous statement in the Environmental Assessment Proposal from Quinlan Brothers. The copy of the proposal council received is not the one submitted to the government therefore the statement was not included. The letter to Quinlan Brother's was read to the council and the response from Kim Crosbie. The Mayor informed Quinlan's that no other meetings will take place without the other councillors in attendance or in the Town Office.
- Town Clerk/Manager read the three letters submitted by residents to the Town Office in relation to drying facility. These responses will be submitted on the resident's behalf to the Environmental Assessment Office.
- The newly amended information from Quinlan's was read out and it included adjusting the building location on the property and showed the actual radius surrounding the concerns about the smell.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor





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-The Town Clerk/Manager reminded council that the Municipal Recommendation Form for Crown Land is the only item on the table for discussion and not the drying facility as they are not being asked to approve a building permit.

-The Town Clerk/Manager reminded councillors that 3 councillors currently are in a conflict of interest regarding this matter.

**15-158 Motion:** G. Broderick/L. Keats  
RESOLVE that this request be deferred until the next meeting until more documented evidence from sited sources on this project can be obtained.

Vote: In favour: 6  
Opposed: 0

Carried.

- Shell truck offal charge to Quinlan Brother's Ltd.  
-Request was submitted by Quinlan Brother's to have the levy of \$1000 charged on September 18th reversed.

**15-159 Motion:** L. Keats/G. Broderick  
RESOLVE that the levy issued last month be lifted.

Vote: In favour: 6  
Opposed: 0

Carried.

- Children at play signs on Route 70  
-The Town Clerk/Manager updated the Mayor and councillors that his request for two children at play signs on Route 70 between Tricon and the ball field was denied by a representative of the Department of Highways. He stated that this is already a school zone with no playground in the area, the houses are set back far enough off of the road and therefore there is no need.  
-The Town Clerk/Manager is to send a letter to the Minister regarding this request.

CORRESPONDENCE  
RECEIVED:

**Fm:** Municipal Affairs - Municipal Crown Lands Reserve  
-FILED AND NOTED

A blue ink signature, appearing to be "A. Smith", is written over a horizontal line.

Town Clerk/Manager

A blue ink signature, appearing to be "Louis Keats", is written over a horizontal line.

Mayor/Deputy Mayor



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**Fm: Baccalieu Collegiate - Annual Citizenship Awards**

**15-160**

**Motion:**

D. Potter/K. Coish

RESOLVE that the annual Volunteer Citizenship Awards be approved and issued once the names are provided by Baccalieu Collegiate.

Vote: In favour: 6  
Opposed: 0

Carried.

**ACCOUNTS**

**PAYABLE:**

**15- 161**

**Motion:**

L. Keats/G. Broderick

RESOLVE that the accounts listed on the agenda requiring payment be paid and those that have already been paid be approved as listed.

Total Council Payables: \$24,956.02  
Total Fire Dept Payables: \$387.40  
Total Heritage Payables: None submitted to date  
Total Rec. Comm. Payables: \$52.44

**TOTAL PAYABLES: \$25,395.86**

Vote: In favour: 6  
Opposed: 0

Carried.

**DEPARTMENTAL  
REPORTS:**


• ***Maintenance***

-Farm Pond Road - Culvert approved by Fisheries and Oceans  
-Councillor Potter has concerns that it looks more like a road now and not a footpath down to Clay Pond and he feels that the work that was done was not what was approved to the table.

• ***Recreation Committee***

-As per the previous meeting, the Town Office wrote a letter to the Recreation Committee to see if they were interested in developing a trail to Split Point Cove and then connecting to the Red Head Cove Walking Trail  
- The Recreation Committee has decided they are interested in pursuing this project.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor



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- **Heritage Committee**

- Heritage Committee Terms of Reference - DEFERRED

- The Heritage Committee is requesting the use of the old Town sign.

**15-162 Motion:** J. Emberley/D. Potter  
RESOLVE that the Heritage Committee be given the use of the old Town sign.

Vote:	In favour:	6
	Opposed:	0
		Carried.

NEW

BUSINESS:

- Brian Walsh - Meeting Request Re: Illness  
-Mr. Walsh was present to describe his illness and request the assistance of the Council with the insurance company.

**15-163 Motion:** L. Keats/D. Potter  
RESOLVE that the Town forward the paperwork to a lawyer in order to seek a legal opinion as well as follow up with WHSCC regarding this situation.

Vote:	In favour:	6
	Opposed:	0
		Carried.


- Building Permit Application - 18-20 Tavernor's Road  
**15-164 Motion:** K. Coish/G. Broderick  
RESOLVE that the building permit application be approved as submitted.


Vote:	In favour:	6
	Opposed:	0
		Carried.

- Building Permit Application - 95 Tavernor's Lane  
**15-165 Motion:** L. Keats/D. Potter  
RESOLVE that the building permit application be approved as submitted.

Vote:	In favour:	6
	Opposed:	0
		Carried.

- Building Permit Application - 107 Tavernor's Lane  
-This Building Permit Application was approved by the following councillors through telephone polling.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor





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- Water & Sewer/Property Tax Exemption - 9A Tavernor's Road

**15-166 Motion:** L. Keats/D. Potter  
RESOLVE that the water and sewer exemption be granted.

Vote: In favour: 6  
Opposed: 0

Carried.

- Poll Tax Exemption Request - Section 111

**15-167 Motion:** L. Keats/K. Coish  
RESOLVE that an exemption be granted under Section 111 of the Act.

Vote: In favour: 6  
Opposed: 0

Carried.

- Use of Building

-The Town Clerk/Manager is requesting a change in a prior motion to rent the Town Hall for children's birthday parties only because the two halls in the community are no longer affordable or available for these events. The proceeds would go to the Fire Dept and this will be for no more than 10 families only. The Town Office is to send a letter to Fire Dept for their views on this request and if they would be in agreement with that.

-Further discussions arose about the unauthorized access to the Fire Dept cabinets. The suggestion is to move these to the newly renovated part of the basement.

- Quarry Permit - Coish's Trucking

- Two referral letters submitted for his own quarries.

**15-168 Motion:** J. Emberley/D. Potter  
RESOLVE that Permit #132098 be approved with the following stipulation:  
No large and/or deep holes are to be dug and this area is to be kept neat.

Vote: In favour: 5  
Opposed: 0

Carried.

**15-169 Motion:** L. Keats/D. Potter  
RESOLVE that Permit #132904 be denied because this requested area is outside the Council stipulated quarry boundaries and there is to be no movement in a westerly direction.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor/Deputy Mayor





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Vote: In favour: 4  
Opposed: 1 - Councillor K. Coish  
Carried.

**Note:** Councillor G. Broderick left the chambers for the discussion and voting of these motions due to a conflict of interest. The contractor is his brother in law.

COUNCILLOR  
NEW BUSINESS:

- Breakwater Project - RJG Construction  
- Mines & Energy was called on Monday by the Town Office for being outside their stipulated quarry boundaries. Mines & Energy made a field inspection today and recommended a new area for council to approve.

**15-170 Motion:** L. Keats/D. Potter  
RESOLVE to approve the new boundaries for RJG including allowing them to move laterally in a southern direction if they are unable to get the rock they require out of the ridge cap so that way they do not blast deeper.

Vote: In favour: 5  
Opposed: 1 - Mayor G. Murphy  
Carried.

-The Mayor stated that RJG came into the harbour and took whatever they wanted and went wherever they wanted with no regard to their permit and the boundaries it stipulated. He wants it reflected that he could not properly vote on this motion as it is not clear what is happening.

POLICIES &  
PROCEDURES:

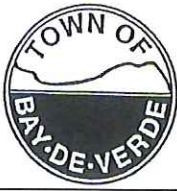
- Updated policies/regulations for approval  
DEFERRED

DEFERRED  
ITEMS:

- Multi Media Equipment for Town Hall  
- The Recreation Committee has decided to make this purchase for the Town Hall for use by the Fire Dept for training and themselves.
- Tourism options for the Town  
DEFERRED

  
Town Clerk/Manager

  
Mayor/Deputy Mayor



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- Garage Door replacement Quote

**15-171 Motion:** D. Potter/J. Emberley  
RESOLVE that the Fire Bay garage door be replaced. get door replaced

Vote: In favour: 6  
Opposed: 0

Carried.

- Clean up of the Harbour

-Communication from Quinlan Brother's was received that they will be proceeding with this project and this work is to begin next week.

**Note:** The Mayor departed the meeting at 9:53PM.

NEXT

MEETING: Next regular meeting of council will be on Wednesday October 28th at 7PM

ADJOURN:

**15-172 Motion:** G. Broderick/K. Coish  
RESOLVE that with no further business presented for discussion the meeting be adjourned at 9:55PM.

Vote: In favour: 5  
Opposed: 0

Carried.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor/Deputy Mayor



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**Agenda for Council Meeting**  
**Wednesday October 7th, 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held September 16th, 2015
4. Business arising from the minutes.
  - Quinlan Brother's Ltd - Request for drying facility in BDV.
  - Shell truck offal charge to QBL
5. Mayor's Report.
6. Correspondence Received:

**Fm:** Municipal Affairs - Municipal Crown Lands Reserve

**Fm:** Baccalieu Collegiate - Annual Citizenship Awards

7. Accounts Payable:

BMS Extinguishers	Bunker Gear	\$8089.44
Button's Marine	Highland Road Waterline Supplies	\$238.48

*Paid since September 16th Meeting*

Avalon Safety	WHSCC Complaint Training	\$339.00
Bell Aliant	Town Office/Fire Dept/HH/FE	\$492.26
Bell Mobility	Cellular Charges	\$100.29
Button's Marine	Waterline Supplies/Bldg. Main	\$120.06
Credit Recovery	Collection Fees - August 2015	\$75.71
Eastern Waste	Garbage Fees	\$7558.20
Eastlink	Internet Charges	\$68.82
Irving Energy	Dyed Diesel/Propane	\$665.73
MAA	4th Qtr Assess Fees	\$2681.00
NL Power	Playground/Street Lights	\$2,079.50
North, Tara	Office/Social Supplies/Travel-Training	
	Postage/Travel	\$1107.34



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St. Barnabas	Hall Rental - 40th Anniversary	\$100.00
Victoria Carpet	Culverts	\$675.74
Walsh, Dale	Travel for Training/Tools	\$564.45

**Total Council Payables: \$24,956.02**

*Fire Department Payables*

Bell Mobility	Van Cellular Charges	\$30.74
Curl, Yancy	40th Anniversary Gift	\$44.01
Eastern Medical	Medical Supplies	\$245.65
Gas Land Ltd.	Bingo/Vehicle Gas - August	\$67.00

**Total Fire Dept Payables: \$387.40**

*Heritage Committee Payables - August 28th - Present*

- No payables submitted

*Recreation Committee*

Carol Ann Coish	Card Game Supplies	\$52.44
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**Total Recreation Comm. Payables: \$52.44**

**TOTAL PAYABLES: \$25,395.86**

8. Departmental Reports

- Maintenance
- Recreation Committee
  - Split Point Cove Trail Development
- Heritage Committee
  - Old Town Sign Location
  - Heritage Committee Terms of Reference - DEFERRED





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#### 9. New Business

- Brian Walsh - Meeting Request Re: Illness
- Building Permit Application - 2 Noonan's Lane
- Building Permit Application - 95 Tavernor's Lane
- Building Permit Application - 107 Tavernor's Lane
- Water & Sewer/Property Tax Exemption - 9A Tavernor's Road
- Poll Tax Exemption Request
- Use of Building

#### 10. Policies & Procedures

- Updated policies/regulations for approval

#### 11. Deferred Items

- Multi Media Equipment for Town Hall
- Tourism options for the Town
- Garage Door replacement Quote - Deferred until Fall 2015
- Clean up of the Harbour - Deferred until Spring 2016

#### 12. Time and date of next regular meeting.

#### 13. Adjourn.



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MINUTES OF MEETING  
**October 28th 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter.

ABSENT: Councillor: G. Coish.

GUESTS: Executive Members - Heritage Committee  
Molly Walsh, Bren Doyle and Gerald Riggs

CALL TO

ORDER: Meeting was called to order by the Mayor at 7:01PM

AGENDA: **15-173**      **Motion:**      L. Keats/D. Potter  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote:      In favour:      6  
                                 Opposed:      0  
                                 Carried.

MINUTES: **15-174**      **Motion:**      G. Broderick/D. Potter  
RESOLVE that the minutes of the previous meeting held October 7th be  
accepted as submitted.  
Vote:      In favour:      6  
                                 Opposed:      0  
                                 Carried.

DEPARTMENTAL  
REPORTS:

- ***Heritage Committee***

-Financial Report for 2014 was presented to council.

**15-175**      **Motion:**      D. Potter/J. Emberley  
RESOLVE that the 2014 Financial Statements of the Bay de Verde Heritage  
Committee be accepted as submitted.  
Vote:      In favour:      6  
                                 Opposed:      0  
                                 Carried.

**15-176**      **Motion:**      K. Coish/D. Potter  
RESOLVE that the proposed 2016 JCP project for the Heritage Committee be  
approved and a letter of support be provided to the Committee.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor/Deputy Mayor



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Vote:	In favour:	6
	Opposed:	0
		Carried.

-Heritage Committee Terms of Reference - DEFERRED

**Note:** The Executive Members of the Heritage Committee departed the meeting at 8:03PM.

BUSINESS  
ARISING:

- Quinlan Brother's Ltd - Request for drying facility in Bay de Verde.  
**15-177 Motion:** G. Broderick/D. Potter  
RESOLVE that the Municipal Recommendation form for Crown Land submitted by Quinlan Brother's Ltd for the Proposed Shell Drying Facility in Bay de Verde be approved.

Vote:	In favour:	4
	Opposed:	2 - Mayor G. Murphy, Councillor K. Coish
		Carried.

- 40th Anniversary  
-The Town will present plaques to the Fire Department and Ladies Auxiliary. The Mayor will cut the cake and make a speech. The Council wants to ensure all surrounding committees and communities are represented at this celebration.

- Use of Building - Fire Department Response  
-A letter was received from the Fire Department in response to the one sent by the Town Office requesting their thoughts on allowing children's birthday parties in the meeting room.

**15-178 Motion:** G. Broderick/D. Potter  
RESOLVE that the Town Hall meeting room not be rented for any function or any reason whatsoever.

Vote:	In favour:	3
	Opposed:	3 - Mayor G. Murphy, Deputy Mayor L. Keats, Councillor: K. Coish
		Defeated.

ADJOURNMENT:

- The meeting was adjourned by the Mayor at 9:13PM.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor/Deputy Mayor



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**Agenda for Council Meeting**  
**Wednesday October 28th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held October 7th, 2015
4. Business arising from the minutes.
  - Quinlan Brother's Ltd - Request for drying facility in BDV.  
-Municipal Crown Application Form
  - 40th Anniversary
  - Use of Building - Fire Department Response  
-Children's Birthday Parties
5. Mayor's Report.
6. Correspondence Received:
  - None to date
7. Financial Reports:
  - Accounts Payable : see attached listing
  - Financial Statements
8. Departmental Reports
  - ***Maintenance***  
-Brush for the backhoe
  - ***Recreation Committee***





- ***Heritage Committee***

- Meeting Requested to present: 2014 Financial Statements for approval, progress report on activities.
- Heritage Committee Terms of Reference - DEFERRED

- ***Fire Department***

- Approval of constitution

9. New Business

- Building Permit Application - 11-15 Coish's Road
- Channel 6 Ads - Christmas Advertising
- Ronald McDonald House - Donation Request
- Tax Recovery Plan for Community Sustainability Program
- 2016 Budget Preparation

10. Policies & Procedures

- New policies/regulations for approval
  - Expenditure Policy
  - Travel Policy
  - Accounts Receivable Policy
  - Overtime Policy
  - Flag Policy
  - Building Regulation

11. Deferred Items

- Tourism options for the Town (Development of the Tank Location)

12. Time and date of next regular meeting.

13. Adjourn.



The Town of Bay de Verde  
P.O. Box 10  
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---

**Agenda for Council Meeting**  
**Wednesday November 9th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Regular Meeting held October 28th, 2015
4. Business arising from the minutes.
5. Mayor's Report.
6. Correspondence Received:
  - None to date
7. Financial Reports:
  - Accounts Payable: see attached listing
  - Statement of Financial Position
  - Tax Receivable Activities
8. Departmental Reports
  - ***Maintenance***  
-Brush for the backhoe
  - ***Recreation Committee***
  - ***Heritage Committee***  
- Heritage Committee Terms of Reference - DEFERRED
  - ***Fire Department***  
-Approval of constitution



9. New Business

- Building Permit Application - 11-15 Coish's Road
- Channel 6 Ads - Christmas Advertising
- Ronald McDonald House - Donation Request
- Tax Recovery Plan for Community Sustainability Program
- 2016 Budget Preparation
- Bugs Greene Presentation
- MAA Training - Dec 3rd

10. Policies & Procedures

- New policies/regulations for approval
  - Expenditure Policy
  - Travel Policy
  - Accounts Receivable Policy
  - Overtime Policy
  - Flag Policy
  - Building Regulation - Requires Development

11. Deferred Items

- Tourism options for the Town (Development of the Tank Location)

12. Time and date of next regular meeting.

13. Adjourn.



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## **Minutes of Non Public Meeting**

### **November 9th 2015**

**PRESENT:** Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter.

**ABSENT:** Mayor G. Murphy

**CALL TO ORDER:** Meeting was called to order by the Deputy Mayor at 8:02PM

**AGENDA: 15-179 Motion:** G. Broderick/J. Emberley  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote: In favour: 6  
Opposed: 0  
Carried.

**MINUTES: 15-180 Motion:** K. Coish/D. Potters  
RESOLVE that the minutes of the previous meeting held October 28th be accepted as submitted.  
Vote: In favour: 6  
Opposed: 0  
Carried.

#### **FINANCIAL REPORTS:**

- Accounts Payable

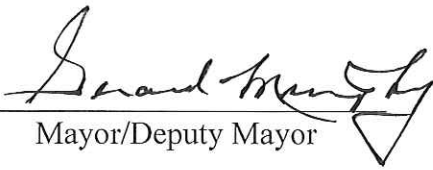
Total Council Payables:	\$ 41,075.41
Total Fire Dept Payables:	\$ 787.64
Total Recreation Payables:	\$ 1,150.39
Total Heritage Payables:	\$ 2,999.09

Total Payables as of Oct 28th \$ 46,012.53

**15-181 Motion:** D. Potter/G. Coish  
RESOLVE that the accounts payables listing be approved as presented and the invoices requiring payment be paid.

Vote: In favour: 6  
Opposed: 0  
Carried.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor





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- Financial and Administration Report
- The Financial and Administrative Report was accepted as presented

#### DEPARTMENTAL REPORTS:

- **Maintenance**

-The Maintenance Operator is requesting the purchase of a brush for the backhoe in order to clean up the roads after washouts and heavy rain. Cost is \$1245.00 + HST.

**15- 182 Motion:** G. Broderick  
RESOLVE that the brush for the backhoe be purchased.  
No Secorder - Motion: DEFEATED

- **Heritage Committee**

- Heritage Committee Terms of Reference - DEFERRED

- **Fire Department**

-The Fire Dept has made adjustments to their constitution and is requesting approval from council.

**15- 183 Motion:** G. Broderick/K. Coish  
RESOLVE that the amended constitution for the Fire Department be approved as submitted.

Vote:	In favour:	6
	Opposed:	0
		Carried.

#### NEW BUSINESS:

- Building Permit Application - 11-15 Coish's Road
- DEFERRED

- Channel 6 Ads - Christmas Advertising

**15- 184 Motion:** J. Emberley/G. Broderick  
RESOLVE that the Town place its annual Christmas Ad on the Ad Channel.

Vote:	In favour:	6
	Opposed:	0
		Carried.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor/Deputy Mayor





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- Travel Policy

**15-189 Motion:** G. Broderick/J. Emberley  
RESOLVE that the Travel Policy be approved as presented.

Vote: In favour: 6  
Opposed: 0  
Carried.

- Accounts Receivable Policy

**15-190 Motion:** K. Coish/G. Broderick  
RESOLVE that the Accounts Receivable Policy be approved with amendments.

Vote: In favour: 6  
Opposed: 0  
Carried.

- Overtime Policy

**15-191 Motion:** G. Coish/G. Broderick  
RESOLVE that the Overtime Policy be approved with amendments.

Vote: In favour: 6  
Opposed: 0  
Carried.

- Flag Policy

**15-192 Motion:** K. Coish/J. Emberley  
RESOLVE that the Flag Policy be approved as presented.

Vote: In favour: 6  
Opposed: 0  
Carried.

-Building Regulation - Requires Development  
-DEFERRED

COUNCILLOR NEW  
BUSINESS:

- There is a culvert still waiting to be put in on Lockyer's Ground. Councillor Broderick would like this added to the Maintenance Operators task listing.

A blue ink signature, appearing to be "J. Emberley", is written over a horizontal line.

Town Clerk/Manager

A blue ink signature, appearing to be "G. Broderick", is written over a horizontal line.

Mayor/Deputy Mayor



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- Councillor K. Coish believes the Town should get a credit card.

**15- 193**

**Motion:**

L. Keats/D. Potter

RESOLVE that the Town apply for a credit card with a limit of \$5000 for Town Expenses.

Vote:	In favour:	6
	Opposed:	0
		Carried.

- Joint Mayors Meeting is being held in Old Perlican at 8PM on November 18th.

DEFERRED  
ITEMS:

- Tourism options for the Town (Development of the Tank Location)

NEXT

MEETING: Next regular meeting of council will be on Wednesday November 25th at 7PM.

ADJOURN:

**15- 194**

**Motion:**

K. Coish/G. Broderick

RESOLVE that with no further business presented for discussion the meeting be adjourned at 9:35 PM.

Vote:	In favour:	6
	Opposed:	0
		Carried.

  
\_\_\_\_\_  
Town Clerk/Manager  
\_\_\_\_\_  
Mayor/Deputy Mayor





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**Minutes of Special - Non Public Meeting**  
**November 17th, 2015**

PRESENT: Deputy Mayor L. Keats.  
Councillors: K. Coish, D. Potter, G. Broderick,.

ABSENT: Mayor G. Murphy, Councillor: J. Emberley and G. Coish.

CALL TO  
ORDER: Meeting was called to order by the Deputy Mayor at 7:31PM.

PURPOSE  
OF MEETING:

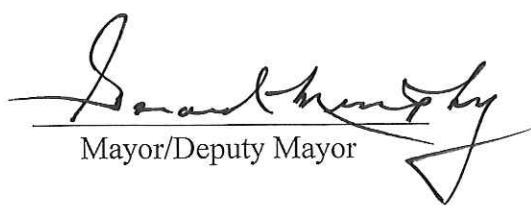
- Paving of Tavernor's Road

-Discussion regarding whether or not the paving of Tavernor's road should go ahead. The Town Clerk/Manager says that Concord is still paving and conditions are still ideal for it. Concord is still paving for the Dept. of Highways. There are concerns from councillors about the time of year and the temperatures that it will be done at.

ADJOURN: **15-195**      **Motion:**      G. Broderick/K. Coish  
RESOLVE that with the business for meeting discussed, the Special  
Meeting be adjourned at 8:19PM.

Vote:	In favour:	4
	Opposed:	0
		Carried.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor/Deputy Mayor



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---

**Agenda for Public Meeting of Council**  
**Wednesday November 25th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Non-Public Meeting held November 9th, 2015
  - Special Meeting held November 17th, 2015
4. Business arising from the minutes.
  - 2016 Budget Preparation
5. Mayor's Report.
6. Correspondence Received:
  - Fm:** Children's Wish Foundation - Donation Request
  - Fm:** Assumption Parish - on behalf of Parishioner - Donation Request
  - Fm:** Gregory Stokes Accounting - Management Letter
  - Fm:** Resident of Bay de Verde - Road Conditions on Little Hill
  - Fm:** Dept. Mines & Energy - Quarry Referral Letters for 2016
  - Fm:** Cal Le Grow - Insurance Renewal
7. Financial Reports:
  - Accounts Payable: see attached listing
  - Statement of Financial Position
  - Tax Receivable Activities
8. Departmental Reports
  - *Maintenance*
  - *Recreation Committee*



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Minutes of Public Meeting held  
**November 25th, 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter, G. Coish.

ABSENT: Councillor: G. Coish

CALL TO  
ORDER: Meeting was called to order by the Mayor at 7:05 PM

AGENDA: **15-196 Motion:** J. Emberley/D. Potter  
RESOLVE that the agenda for today's meeting be accepted as submitted.

Vote: In favour: 6  
Opposed: 0  
Carried.

MINUTES: **15-197 Motion:** G. Broderick/J. Emberley  
RESOLVE that the minutes of the previous Non-Public Meeting held  
November 9th be accepted as submitted.

Vote: In favour: 6  
Opposed: 0  
Carried.

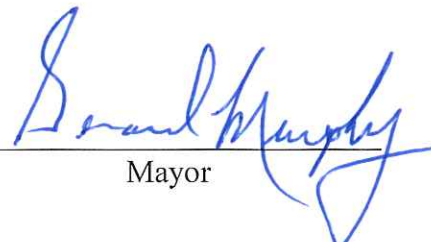
**15-198 Motion:** J. Emberley/D. Potter  
RESOLVE that the minutes of the previous Special Meeting held  
November 17th be accepted as submitted.

Vote: In favour: 6  
Opposed: 0  
Carried.

BUSINESS  
ARISING:

- 2016 Budget Preparation
  - Propose the final budget with a residential Mil rate to 7 mils
  - Propose a tax structure with a breakout of business property taxes and different mil rates from residential properties for the different types of businesses.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor



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- Selling of Garage Door valued at under \$500.00  
-The sealed bids for the old Garage Door were opened by the Town Clerk/Manager in front of the members of council in attendance.

**15-199 Motion:** G. Broderick/K. Coish  
RESOLVE that the door be sold to the highest bid (\$55).

Vote:	In favour:	6
	Opposed:	0
		Carried.

- Light Pole Install - Bank Road  
-There is a discrepancy on where the new waterline for the plant is located and therefore needs to be checked again. A recommendation from Councillor Coish is to take one of the fence posts out and drive the new light pole down there. Council is happy with the post being installed on the waterside of the road without reservation.

#### MAYORS REPORT:

- Joint Mayors was in Old Perlican on November 18th. After reviewing the agenda and saw there was 4 guest speakers from Eastern Waste Management the Mayor decided to attend. During this meeting a summary of the upcoming year in waste management was discussed (price freeze for 3 years, 4 bulk pick ups a year, expansion of the recycling program and bag limit of 7 bags.).
- Regional government was also discussed. The Joint Mayors were tasked with the discussion of regional services.


#### CORRESPONDENCE RECEIVED:

**Fm:** Children's Wish Foundation - Donation Request  
**15-200 Motion:** J. Emberley/D. Potter  
RESOLVE that a donation of \$25.00 be forwarded to this organization.

Vote:	In favour:	6
	Opposed:	0
		Carried.

**Fm:** Assumption Parish - on behalf of Parishioner - Donation Request  
-FILED

  
Town Clerk/Manager

  
Mayor





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**Fm:** Gregory Stokes Accounting - Management Letter  
-FILED

**Fm:** Resident of Bay de Verde - Road Conditions on Little Hill  
**15-201 Motion:** G. Broderick/K. Coish  
RESOLVE that the letter be filed since there was no name on the letter and therefore the council is unable to respond to it.

Vote: In favour: 6  
Opposed: 0  
Carried.

**Fm:** Dept. Mines & Energy - Quarry Referral Letters for 2016  
-File #7117339 - BDV Harbour Authority  
**15-202 Motion:** G. Broderick/J. Emberley  
RESOLVE that the Quarry Referral letter for File #7117339 be approved.

Vote: In favour: 6  
Opposed: 0  
Carried.

-File #7119892  
**15-203 Motion:** G. Broderick/K. Coish  
RESOLVE that the Quarry Referral letter for File #7119892 be approved.

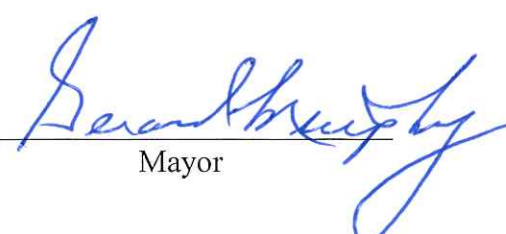
Vote: In favour: 4  
Opposed: 0  
Carried.

NOTE: That Mayor Murphy and Councillor Emberley left for the discussion and voting of this matter due to a conflict of interest. The quarry applicant is related to these councillors.

-File #7119326  
**15-204 Motion:** L. Keats/K. Coish  
RESOLVE that the Quarry Referral letter for File #7119326 be approved as long as it is for ground cover only and that no materials are to leave the quarry unless authorized by the Town of Bay de Verde.

Vote: In favour: 4  
Opposed: 0  
Carried.

  
Town Clerk/Manager

  
Mayor



NOTE: That Councillors Broderick and Potter left for the discussion and voting of this matter due to a conflict of interest. The quarry applicant is the employer of these councillors.

-File #7117827

**15-205 Motion:** L. Keats/J. Emberley  
RESOLVE that this request be denied as the project is complete in this area  
Vote: In favour: 6  
Opposed: 0  
Carried.

**Fm:** Cal Le Grow - Insurance Renewal

**15-206 Motion:** L. Keats/K. Coish  
RESOLVE that the Town of Bay de Verde renew the insurance policy for another year with Cal LeGrow/Baine Johnson Insurance Company.  
Vote: In favour: 6  
Opposed: 0  
Carried.

**Fm:** Girl Guide Unit of Bay de Verde - Donation Request

**15-205 Motion:** G. Broderick/J. Emberley  
RESOLVE that a donation of \$100 be given to this local organization.  
Vote: In favour: 6  
Opposed: 0  
Carried.

#### FINANCIAL REPORTS:

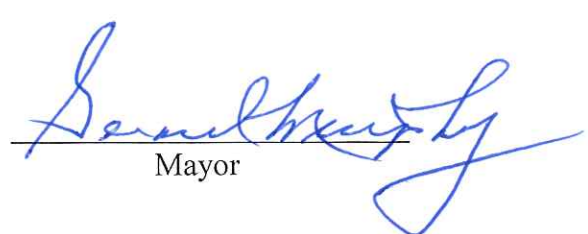
- Accounts Payable:

**15-206 Motion:** L. Keats/D. Potter  
RESOLVE that the accounts on the payables listing be paid and those that have already been paid be approved as listed.

Total Council Payables: \$10,670.60  
Total Fire Dept Payables: \$2,224.79  
Total Heritage Payables: \$0.00  
Total Rec. Comm. Payables: \$2,609.84

**TOTAL PAYABLES: \$15,505.23**

  
Town Clerk/Manager

  
Mayor



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Vote: In favour: 6  
Opposed: 0  
Carried.

- Financial Statements  
-Cash Flow  
NOTED AND FILED

- Receivables report  
NOTED AND FILED

#### DEPARTMENTAL REPORTS:

- **Maintenance**  
NO REPORT - Maintenance Operator on course.
- **Recreation Committee**  
NO REPORT
- **Fire Department**  
NO REPORT


#### NEW BUSINESS:

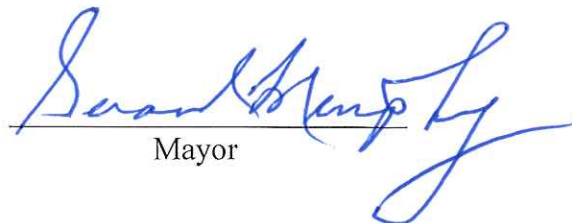
- The Compass - Christmas Advertising  
**15-207 Motion:** J. Emberley/K. Coish  
RESOLVE that the Town place their annual Christmas Advertising in the  
Compass Newspaper.

Vote: In favour: 6  
Opposed: 0  
Carried.

- Paperless/Open Communication Program - Gas Tax  
-The Town Clerk/Manager is to return to the next meeting with prices.

- Building Permit - 6 Wharf Road & 11 Wharf Road  
**15-208 Motion:** L. Keats/K. Coish  
RESOLVE that the permits be approved as submitted and that a letter be  
written to Mr. Hatch stating that any further construction occurring before a  
permit is issued will be denied.

  
Town Clerk/Manager

  
Mayor



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Vote: In favour: 4  
Opposed: 0  
Carried.

NOTE: That Councillors Broderick and Potter left for the discussion and voting of this matter due to a conflict of interest. The quarry applicant is the employer of these councillors

- Light Pole Install - Blundon's Point

**15-209**

**Motion:**

L. Keats/J. Emberley

RESOLVE that the light pole/guy wire installation be approved as submitted.

Vote: In favour: 6  
Opposed: 0  
Carried.

- Town Emergency Plan

-Approved in principle with new changes as per Fire Emergency Services.

#### COUNCILLOR NEW BUSINESS:

- Deputy Mayor Keats brought up about the Bugs Greene show doing all of Bay de Verde and not just the Heritage House. He would like to promote the Town.

**15-210**

**Motion:**

G. Broderick/L. Keats

RESOLVE that the Town participate in the Bugs Green show and have him do the promotion of Bay de Verde.

Vote: In favour: 6  
Opposed: 0  
Carried.

#### POLICIES & PROCEDURES:

- New policies/regulations for approval  
-Building Regulation - Requires Development

#### DEFERRED ITEMS:

- Building Permit Application - 11-15 Coish's Road

**15-211**

**Motion:**

K. Coish/D. Potter

RESOLVE that the building permit be approved as submitted.

  
Town Clerk/Manager

  
Mayor





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Vote:            In favour:    6  
                     Opposed:     0  
                                 Carried.

- Tourism options for the Town (Development of the Tank Location)

**NEXT**

**MEETING:** Next public meeting of council will be on Wednesday December 9th, at 7PM.

**ADJOURN:**

**15-212**

**Motion:**

G. Broderick/L. Keats

RESOLVE that with no further business presented for discussion the meeting be adjourned at 9:09PM

Vote:            In favour:    6  
                     Opposed:     0  
                                 Carried.

A blue ink signature, appearing to be "M. H.", is written over a horizontal line.

Town Clerk/Manager

A blue ink signature, appearing to be "D. and Murphy", is written over a horizontal line.

Mayor



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**Agenda for Public Meeting of Council**  
**Wednesday December 9th , 2015 at 7:00 PM**

1. Call to Order.
2. Adoption of the agenda for today's meeting.
3. Adoption of minutes of the previous:
  - Public Meeting held November 25th, 2015
4. Business arising from the minutes.
  - 2016 Budget
    - Remuneration
    - Mil Rate Adjustment
    - 2016 Tax Structure
  - Sewer Outfall Repair
  - Lazy Rock Hiking Trail
5. Mayor's Report.
6. Correspondence Received:
  - Fm:** Town Clerk/Manager - Wage Increase/Annual Leave/Christmas Hours
  - Fm:** Maintenance Operator - Wage Increase
7. Financial Reports:
  - Accounts Payable: see attached listing
  - Statement of Financial Position
  - Tax Receivable Activities
8. Departmental Reports
  - *Maintenance*
    - Confined Spaces & Fall Protection Training
  - *Recreation Committee*



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- ***Heritage Committee***
  - Heritage Committee Terms of Reference - DEFERRED
- ***Fire Department***
  - Bunker Gear Purchase

#### 9. New Business

- Annual Christmas Gifts
- Door to Fire Bay
- Stone for roads around new pavement
- Anthropological study of Bay de Verde

#### 10. Policies & Procedures

- New policies/regulations for approval
  - Building Regulation - Requires Development

#### 11. Deferred Items

- Tourism options for the Town (Development of the Tank Location)

#### 12. Time and date of next regular meeting.

#### 13. Adjourn.



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Minutes of Public Meeting held  
**December 9th, 2015**

PRESENT: Mayor G. Murphy, Deputy Mayor L. Keats  
Councillors: G. Broderick, J. Emberley, K. Coish, D. Potter, G. Coish.

CALL TO

ORDER: Meeting was called to order by the Mayor at 7:02PM

AGENDA: **15-213 Motion:** J. Emberley/D. Potter  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote: In favour: 7  
Opposed: 0  
Carried.

MINUTES: **15-214 Motion:** J. Emberley/D. Potter  
RESOLVE that the minutes of the previous Public Meeting held  
November 25th be accepted as submitted.  
Vote: In favour: 7  
Opposed: 0  
Carried.

BUSINESS  
ARISING:

- 2016 Tax Structure

**15-215 Motion:** K. Coish/D. Potter  
RESOLVE to accept the 2016 Municipal Tax Structure with noted changes, adjustments, and amendments be approved and to publish it in the Compass Newspaper, in accordance with provisions of Section 109(1) of the *Municipalities Act* 1999.


Vote: In favour: 7  
Opposed: 0  
Carried.

- Remuneration

**15-216 Motion:** J. Emberley/D. Potter  
RESOLVE that councillor remuneration remain the same for 2016.

Vote: In favour: 5  
Opposed: 2 - L. Keats; G. Broderick  
Carried.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor





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- 2016 Budget

**15-217**

**Motion:**

K. Coish/D. Potter

RESOLVE to accept the 2016 Municipal Budget as presented in accordance with the amendments to the 2016 Tax Structure.

Vote:	In favour:	7
	Opposed:	0
		Carried.

- Sewer Outfall Repair

-No emergency funding was provided. A capital works application needed to be submitted for this work to be completed.

- Lazy Rock Hiking Trail

-The Department of Municipal and Intergovernmental Affairs accepts the Town of Bay de Verde's decision to withdraw the expropriation application for this trail and as a result the expropriation file has been closed.

#### MAYORS REPORT:

- The Mayor briefed council on his work that involves researching alternative options for sewer in Lockyer's Ground and that the Town will still be proceeding with sewer expansion even if Government Funding is not provided.

#### CORRESPONDENCE RECEIVED:

**Fm:** Town Clerk/Manager - Wage Increase/Annual Leave/Christmas Hours

**Fm:** Maintenance Operator - Wage Increase

**15-218**

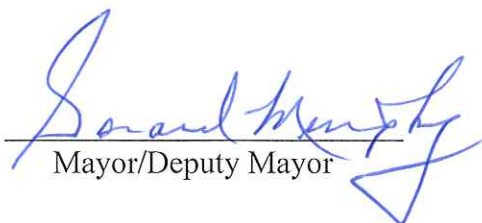
**Motion:**

K. Coish/D. Potter

RESOLVE that the Town Office be closed from December 23 until January 4th for the Christmas Holidays.

Vote:	In favour:	7
	Opposed:	0
		Carried.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor



The Town of Bay de Verde  
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[towncouncilbdv@persona.ca](mailto:towncouncilbdv@persona.ca)

**15-219 Motion:** L. Keats/D. Potter  
RESOLVE that the annual leave request for the Town Clerk/Manager from April 18-22nd, 2016 be granted.

Vote: In favour: 7  
Opposed: 0  
Carried.

**15-220 Motion:** G. Broderick/D. Potter  
RESOLVE that both requests from the Town Clerk/Manager and the Maintenance Operator for a \$1.00 wage increase be denied and that council will review its decision in the new year when it reviews the contracts of the two employees. If it is decided upon to give a raise after the contracts are reviewed the raise will be back dated to January 1st, 2016.

Vote: In favour: 7  
Opposed: 0  
Carried.

#### FINANCIAL REPORTS:

- Accounts Payable:

**15-221 Motion:** K. Coish/G. Broderick  
RESOLVE that the accounts on the payables listing be paid and those that have already been paid be approved as listed.

Total Council Payables: \$20,232.15  
Total Fire Dept Payables: \$1,160.98  
Total Heritage Payables: \$0.00  
Total Rec. Comm. Payables: \$0.00

**TOTAL PAYABLES: \$21,393.13**

Vote: In favour: 7  
Opposed: 0  
Carried.

- Financial Statements  
-Cash Flow up to and including December 9th, 2015  
- REVIEWED AND FILED

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor/Deputy Mayor



DEPARTMENTAL  
REPORTS:

- **Maintenance**

- Discussion was held regarding the paving work that was completed on Tavernor's Road.
- The Maintenance Operator will be attending Confined Spaces & Fall Protection Renewal Training at the plant over the next couple of days.

- **Heritage Committee**

- Heritage Committee Terms of Reference - DEFERRED

- **Fire Department**

**15-222 Motion:** J. Emberley/K. Coish  
RESOLVE that the Fire Department be granted permission to purchase one set of bunker gear and a coat.

Vote:	In favour:	7
	Opposed:	0
		Carried.

NEW  
BUSINESS:

- **Annual Christmas Gifts**

**15-223 Motion:** J. Emberley/G. Broderick  
RESOLVE that each member of Council receive a Christmas Gift of \$50.00 and each active member of the Fire Department receive \$25.00.

Vote:	In favour:	7
	Opposed:	0
		Carried.


- **Door to Fire Bay**

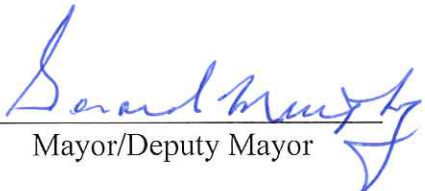
**15-224 Motion:** K. Coish/L Keats  
RESOLVE that a steel door be purchased and installed between the Fire Bay and the Kitchen.

Vote:	In favour:	7
	Opposed:	0
		Carried.

- **Annual Staff Christmas Gifts**

**15-225 Motion:** G. Coish/K. Coish  
RESOLVE that the two full time employees each receive a Christmas Gift of \$300 and other staff members receive \$50.00.

  
Town Clerk/Manager

  
Mayor/Deputy Mayor



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Vote:	In favour:	7
	Opposed:	0
		Carried.

- Anthropological study of Bay de Verde
- The Town Clerk/Manager briefed the council about the student who is completing his PhD will be living in Bay de Verde for one year in order to complete his study.

COUNCILLOR  
NEW BUSINESS:

- RJG will be back in the spring to fix the ball field.

POLICIES &  
PROCEDURES:

- New policies/regulations for approval
- Building Regulation - Requires Development

DEFERRED  
ITEMS:

- Tourism options for the Town (Development of the Tank Location)

NEXT

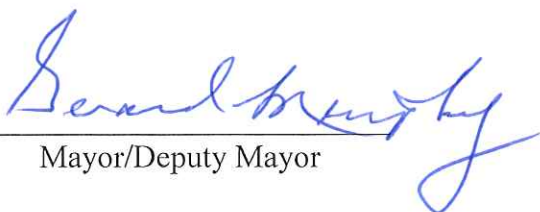
MEETING: Next public meeting of council will be on Wednesday January 13th, 2016 at 7PM.

ADJOURN:

**15-226**                      **Motion:**                      G. Broderick/K. Coish  
RESOLVE that with no further business presented for discussion the meeting be adjourned at 9:35PM.

Vote:	In favour:	7
	Opposed:	0
		Carried.

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Mayor/Deputy Mayor