



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

Minutes of Public Meeting held
April 6th, 2016

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

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

AGENDA: **16-075 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: **16-076 Motion:** J. Emberley/D. Potter
RESOLVE that the minutes of the Public Meeting held March 16th, 2016
be approved with the noted revision.
Vote: In favour: 6
Opposed: 0
Carried.

16-077 Motion: L. Keats/K. Coish
RESOLVE that the minutes of the Special Meeting held March 30th, 2016
be approved with the noted revision.
Vote: In favour: 6
Opposed: 0
Carried.

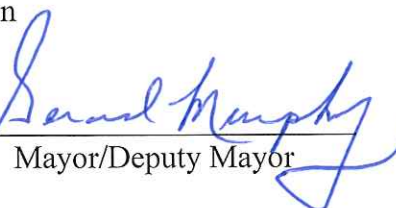
NOTE: Councillor G. Broderick arrived at 7:06PM

**BUSINESS
ARISING:**

- Waste Management Update
-The Town Clerk informed the council on the response from Municipal Affairs that the Town can choose whichever contractor they want to have in regards to waste management. Old Perlican is choosing to remain with Eastern Waste Management.
- Human Resources - Contract Revisions
- Heritage House Manager Contract Revision



Town Clerk



Mayor/Deputy Mayor



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16-078 Motion: D. Potter/K. Coish
RESOLVE that the contract be revised regarding designated supervisor.
Vote: In favour: 7
Opposed: 0
Carried.

16-079 Motion: D. Potter/K. Coish
RESOLVE that a motion 16-078 be rescinded
Vote: In favour: 7
Opposed: 0
Carried.

16-080 Motion: L. Keats/G. Broderick
RESOLVE that the minutes of the Privileged Meeting dated March 30, 2016 be adopted.
Vote: In favour: 6
Opposed: 1: Councillor: J. Emberley
Carried.

- Town Clerk Contract Revision

A letter was received from the Town Clerk stating that she is unable to sign the contract with the Job Description attached for a Town Clerk. The Mayor refused to allow this letter be tabled as notice was not provided in the agenda.

- Maintenance Operator Contract Revision

Deferred pending legal advice that the Mayor will be receiving in reference to the Town Clerk's interpretation of the *Municipalities Act*.

- Cleaner Contract & Job Description

Deferred pending legal advice that the Mayor will be receiving in reference to the Town Clerk's interpretation of the *Municipalities Act*.

- Office Assistant Contract & Job Description

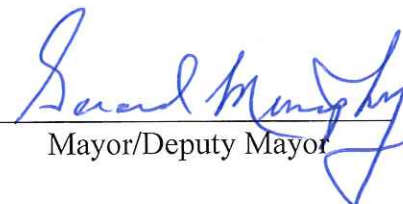
Deferred pending legal advice that the Mayor will be receiving in reference to the Town Clerk's interpretation of the *Municipalities Act*.

• Come Home Year

-The council approved \$15,000 in this years budget for Come Home Year Committee. A budget should be presented at the next meeting.



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MAYOR'S

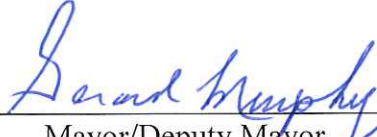
REPORT: The Mayor attended the 28th Annual Charter Night for the Lion's Club on behalf of the Town of Bay de Verde

CORRESPONDENCE

RECEIVED:

- **Fm:** Legendary CBN Car Club
-FILE
- **Fm:** MMSB - Surveillance Assistance Program
-FILE
- **Fm:** OIPC - Quarterly Newsletter
-Available for Councillors Review
- **Fm:** Resident of Farm Pond Road - Sewer Expansion
16-081 Motion: D. Potter/K. Coish
RESOLVE that a stub be installed on Phase 2 of the sewer expansion project for this resident and he be given permission to dig up Farm Pond Road at his own expense in order to hook up to the new sewer system.
Vote: In favour: 7
Opposed: 0
Carried.
- **Fm:** R.C.S.C.C 295 Baccalieu - Annual Review
-The Town Clerk will RSVP for one councillor and a guest
- **Fm:** Town of Harbour Grace - New Recreation Complex Naming Rights
-FILE
- **Fm:** Municipalities NL - Emergency Preparedness Conference & MNL Symposium
-FILE
- **Fm:** FFAW - Letter to Minister Tootoo - Rural NL
-FILE
- **Fm:** Wastewater Systems Effluent Regulations
-The Town Clerk informed council that the Town is not exempt from monitoring due to the population serviced by the system.
-FILE


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- **Fm:** Department of Environment & Conservation - Burning Prohibition
-FILE
- **Fm:** Crown Lands - Waterline Request
-The Town of Bay de Verde is to request a refund on this account
- **Fm:** Workplace NL - Request to have a pay out of Town and Heritage's Government Funded accounts.
-The Town will request that these funds be refunded back to both organizations.
- **Fm:** Town Clerk - Doctor's Appointment notification
-Call the Office Assistant in for these two dates for two hours each day.

FINANCIAL REPORTS:

- Accounts Payable:
16-082 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:	\$177,933.81
Total Fire Dept Payables:	\$4,019.00
Total Heritage Payables:	\$949.75
Total Rec. Comm. Payables:	\$22.60
TOTAL PAYABLES:	<u>\$182,925.16</u>

Vote:	In favour:	7
	Opposed:	0
		Carried.

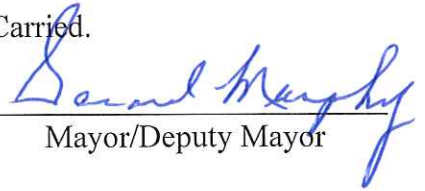
- Statement of Financial Position - as of April 6, 2016
-Reviewed and Noted
- 2015-Tax Receivable Summary Approval - DEFERRED

- 16-083 Motion:** K. Coish/D. Potter
RESOLVE that the Town of Bay de Verde retain the services of SNC Lavalin to begin engineering Phase Two of the sewer expansion project in the absence of not being successful in the 2016-2017 MCW application.

Vote:	In favour:	7
	Opposed:	0
		Carried.



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16-084 Motion: D. Potter/J. Emberley
RESOLVE that the Town of Bay de Verde apply for sewer expansion under the Gas Tax Capital Investment Plan in the some of \$24,519.

Vote: In favour: 7
Opposed: 0
Carried.

DEPARTMENTAL
REPORTS:

- **Maintenance**

- Councillors discussed concerns regarding the roads and turning water on and off.

- **Recreation Committee**

-Request to have Maintenance Operator build a band stand for the Recreation Committee at an estimated cost of \$1,160.05.

16-085 Motion: K. Coish/G. Broderick
RESOLVE that this request be approved.

Vote: In favour: 7
Opposed: 0
Carried.

-Request to have the Town Clerk submit the JCP application on behalf of the Recreation Committee starting mid June for 14 weeks.

16-086 Motion: L. Keats/G. Broderick
RESOLVE that this request be approved.


Vote: In favour: 7
Opposed: 0
Carried.

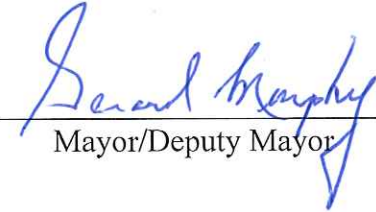
-Request for the Town of Bay de Verde to approve the estimated expenses for the Split Point Cove Hiking Trail of \$13,130.

16-087 Motion: K. Coish/J. Emberley
RESOLVE that this request be approved

Vote: In favour: 7
Opposed: 0
Carried.

-Request for the Maintenance Operator to assist the committee as the need arising on the hiking trail project. - GRANTED


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- **Heritage Committee**

-Request to have the Town Clerk submit the JCP application on behalf of the Heritage Committee starting mid June for 14 weeks.

16-088 Motion: J. Emberley/G. Broderick
RESOLVE that this request be approved.

Vote:	In favour:	7
	Opposed:	0
Carried.		

-Request for the Town of Bay de Verde to approve the estimated expenses for the Heritage Committee's 2016 JCP project of \$16,000.

16-089 Motion: G. Broderick/K. Coish
RESOLVE that this request be approved.

Vote:	In favour:	7
	Opposed:	0
Carried.		

- **Fire Department**

-The Fire Department has sent out a solicitation letter to assist in purchasing new equipment.

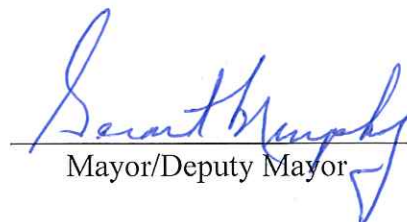
FILED & NOTED

NEW
BUSINESS:

- Volunteer Week Proclamation
-To be posted in all sites and on social media sites.
- Summer Student Employment Program
-FILED
- The Town Clerk notified council that matched training approval forms for the Maintenance Operator and Town Clerk were being submitted and a request was made for the Mayor to sign them prior to submission.
- Office Supplies Purchase Request - DEFERRED
- Postage Purchase Request - DEFERRED
- Change in signing authority for all committee and town accounts-
DEFERRED



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- Town Emergency Plan Revisions Required - DEFERRED

**POLICIES &
PROCEDURES:**

- New policies/regulations for approval/revision
 - Committee Policy - Revision Required
 - Expenditure Policy - Revision Required
 - Building Regulation - Under Development
 - Virtual Meeting - Under Development

**DEFERRED
ITEMS:**

- Tourism options for the Town (Development of the Tank Location)
- Movement of Town Hall equipment to Bear's Cove Rd
- Change of parking on Town Hall property

NEXT

MEETING: Next public meeting of council was not booked but will be called at the Mayor's discretion.

ADJOURN:

16-090 Motion: G. Broderick/J. Emberley
RESOLVE that with no further business presented for discussion the meeting be adjourned at 9:10 PM.

Vote:	In favour:	7
	Opposed:	0
		Carried.

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