



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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Minutes of Public Meeting held  
**May 19th, 2016**

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

ABSENT: Councillor: K. Coish, J. Emberley.

CALL TO

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

AGENDA: **16-107 Motion:** G. Broderick/D. Potter  
RESOLVE that the agenda for today's meeting be accepted as submitted.  
Vote: In favour: 4  
Opposed: 0  
Carried.


MINUTES: **16-108 Motion:** D. Potter/G. Broderick  
RESOLVE that the minutes of the Public Meeting held April 27th, 2016  
be approved.  
Vote: In favour: 4  
Opposed: 0  
Carried.

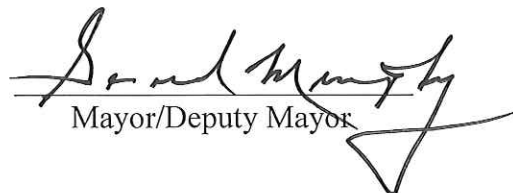
BUSINESS  
ARISING:

- Water Operator of the Year Award  
-An award was presented to the Maintenance Operator, Dale Walsh, in honour of his achievement.
- Correspondence Fm: FFAW - Letter to Minister Tootoo - Rural NL  
-This correspondence was filed as per the Minutes of Council from April 6, 2016, however the Mayor felt the Town should be represented. Therefore he directed the Town Clerk to send a letter from the Town of Bay de Verde and our logo to be posted on <http://choosehome.ca> site.

**Note:** Councillor G. Coish arrived at 7:13PM.

- Canada Post Office Closure in Bay de Verde  
-CPAA is requesting a letter from the Town stating our need to have the post office open on Saturdays.

  
\_\_\_\_\_  
Town Clerk

  
\_\_\_\_\_  
Mayor/Deputy Mayor



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**16-109 Motion:** D. Potter/L. Keats  
RESOLVE that a letter be sent back to the CPAA describing the Town's need for a Saturday postal service in Bay de Verde.

Vote: In favour: 5  
Opposed: 0  
Carried.

- Standing Offer - SNC Lavalin Inc.  
-The Town Office still has not received this contract.
- Credit Card application  
-The Town Clerk advised council that the Town is unable to proceed with the application as we have no documents proving our incorporation date. The Mayor will contact the bank himself regarding this matter.

MAYOR'S  
REPORT:

- The Mayor has been conducting interviews with the media regarding his requests to the government. He has been asking for income support for the plant workers that have been affected by the fire on April 11th, 2016. He will continue to push the government for this support. The Mayor briefed council that the current programs available (JCP, CEEP) are not feasible to local workers because of the time of year in which they occur. A suggestion was made by the Town Clerk to put the request for income support in writing.

**16-110 Motion:** D. Potter/G. Broderick  
RESOLVE that the Town of Bay de Verde forward a written request to the Premier of Newfoundland & Labrador requesting provincial assistance under their emergency funding allotment for income support for the plant workers in reference to the 2016 season.

Vote: In favour: 5  
Opposed: 0  
Carried.

- The Mayor and Town Clerk had a meeting with the FFAW to discuss LIFO, the inshore shrimp fishery and how this affects the Town and the community overall.
- The Mayor and Town Clerk had a meeting with ACOA to discuss their role in the rebuilding of the Quinlan Brother's plant and if they are able to provide any assistance to the town with regards to programs for workers.

  
\_\_\_\_\_  
Town Clerk  
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Mayor/Deputy Mayor



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## CORRESPONDENCE

### RECEIVED:

- **Fm:** Donation Request - D. Squires - Crohn's & Colitis  
**16-111 Motion:** D. Potter/G. Coish  
RESOLVE that the Town donate \$50 to this year's Gutsy Walk.  
Vote: In favour: 4  
Opposed: 0  
Carried.

**NOTE:** Councillor G. Broderick has declared a conflict of interest in this matter. He left chambers for the discussion and voting of Motion: 16-111.

- **Fm:** Dept. Municipal Affairs - Premiers Forum on Local Government  
-FILE
- **Fm:** Coish's Trucking - Request for subordinate permit.  
**16-112 Motion:** D. Potter/L. Keats  
RESOLVE that the request for a subordinate permit in the Town of Bay de Verde's designated quarry be approved as long as the amount of materials removed does not exceed 800 cubic meters, the contractor is to remain within the boundaries of the Town's quarry and to repair any area they disturb in the excavation process. If any violations occur the Town will initiate the process to reverse the permit.  
Vote: In favour: 4  
Opposed: 0  
Carried

**NOTE:** Councillor G. Broderick has declared a conflict of interest in this matter. He left chambers for the discussion and voting of Motion: 16-112.

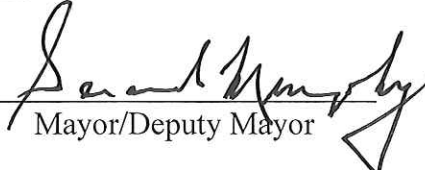
## FINANCIAL

### REPORTS: Accounts Payable:

- **16-113 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:	\$71,333.93
Total Fire Dept Payables:	\$4,215.65
Total Heritage Payables:	\$190.00
Total Rec. Comm. Payables:	\$70.20
<b><u>TOTAL PAYABLES:</u></b>	<b><u>\$75,809.76</u></b>

  
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Vote:            In favour:    5  
                     Opposed:     0  
                                 Carried.

- Statement of Financial Position - as of May 19, 2016  
-The Town Clerk was unable to complete due to limited office hours/time constraints.
- Overtime Report  
-Town office overtime hours have almost exceed the budgeted amount for the year due to training, meetings and bank deposits.

**16-114            Motion:**            G. Broderick/L. Keats  
RESOLVE that an amendment be made to the annual budget in order to increase the office overtime budget from \$2,500 to \$5,000.

Vote:            In favour:    5  
                     Opposed:     0  
                                 Carried.

#### DEPARTMENTAL REPORTS:

- **Maintenance**

-Jackhammer purchase request  
Council advised the Maintenance Operator to rent one as needed instead of purchasing one.

-MNL Municipal Water Workshop and Power line Hazard Course

**16-115            Motion:**            L. Keats/D. Potter  
RESOLVE that the Maintenance Operator attend these training sessions.

Vote:            In favour:    5  
                     Opposed:     0  
                                 Carried.

-Steel Door for Fire Hall Meeting Room

**16-116            Motion:**            G. Broderick/D. Potter  
RESOLVE that a this door be replaced.

Vote:            In favour:    5  
                     Opposed:     0  
                                 Carried.

- **Heritage Committee**

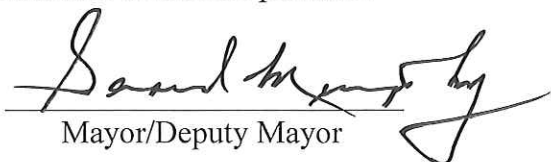
-The Heritage Committee requests a letter be sent to Quinlan Brother's requesting the Heritage House sign be reinstalled as soon as possible.

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Town Clerk

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Mayor/Deputy Mayor



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**16-117 Motion:** L. Keats/G. Broderick  
RESOLVE that a letter be sent by the Town Office to Quinlan Brother's regarding the Heritage house sign.

Vote: In favour: 5  
Opposed: 0  
Carried.

NEW  
BUSINESS:

- Ministerial Advisory Panel - LIFO - May 24th & May 25th  
-The Deputy Mayor is scheduled to be in attendance but is unable to commit to making a presentation. No other councillors will be attending or presenting on behalf of the Town.

- Building Permit Requests - 4 Noonan's Lane, 55 Tavernor's Road, 93 Tavernor's Road.

**16-118 Motion:** L. Keats/D. Potter  
RESOLVE that the building permit requests be approved.

Vote: In favour: 5  
Opposed: 0  
Carried.

- Poll Tax Exemption Request - Section 127 (1) (c) of *Municipalities Act*
- 16-119 Motion:** L. Keats/G. Broderick  
RESOLVE that the request be granted as per section 127 (1) (c) of *Municipalities Act*.

Vote: In favour: 5  
Opposed: 0  
Carried.

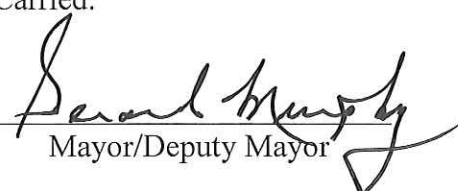
COUNCILLOR  
NEW BUSINESS:

- QuinSea Truck valves are open and discharging on the roads.

**16-120 Motion:** G. Broderick/L. Keats  
RESOLVE that the Town Office send a letter to QuinSea Fisheries telling them to please tell their drivers to close their tanks and that if their tanks continue to be open and discharge in Bay de Verde then highway enforcement will be notified.

Vote: In favour: 5  
Opposed: 0  
Carried.

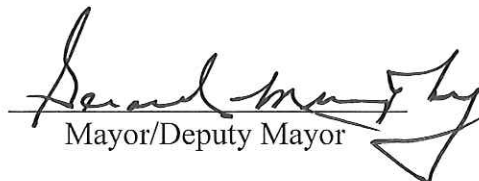
  
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- Light on Emberley's Point  
-The Town Office is to check on the status of this installation.
- Cats are a problem around the Heritage House.  
-Councillor Potter is wondering what can be done. The Town Clerk has stated that she has supplied the Manager of the House a natural solution that needs to be applied regularly.
- Town Clerk resignation  
-Councillor Potter is inquiring on whether or not the Town Clerk is resigning from her position. The Town Clerk stated that a letter of resignation has not been submitted to council to date.
- Office Assistance - Casual/Call In  
-Advertise for this vacant position to fill in for holidays, training and sick days.  
**16-121 Motion:** D. Potter/G. Coish  
RESOLVE that the Town Office advertise for this position. For minimum wage, no guaranteed hours and 2 weeks of training to a maximum of 20 hours each week. Deadline for application is July 31st.  
Vote: In favour: 5  
Opposed: 0  
Carried.
- Assistance Maintenance Operator  
-The Maintenance Operator is currently doing work that requires two people for safety reasons. For the last two waterline repairs he has had Carl Riggs assist him with the work.  
**16-122 Motion:** D. Potter/G. Broderick  
RESOLVE that a letter be sent to the Heritage Committee informing them that council may request Carl Riggs on an as needed basis to complete work around the community with the Maintenance Operator.  
Vote: In favour: 5  
Opposed: 0  
Carried.
- Garbage along highway within our Municipal Boundaries  
-The Maintenance Operator is to remove a dishwasher near Grates Cove Road.  
-The council wants the summer students to do a major highway garbage cleanup. The Town Office is to send a letter to the two committees informing them of this tasking for their students this summer.

  
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**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
- 2015-Tax Receivable Summary Approval
- Letter from the Town Clerk - Response to change in Job Description/Title
- Town Emergency Plan Revisions Required.
- Town Clerk Job Description Revision
- Maintenance Operator Job Description Revision
- Cleaner Contract & Job Description

**NEXT**


**MEETING:** Next public meeting of council Thursday June 16th at 7PM.

**ADJOURN:**

**16- 125                      Motion:**                      G. Broderick/D. Potter  
RESOLVE that with no further business presented for discussion the meeting  
be adjourned at 8:38PM.

Vote:	In favour:	5
	Opposed:	0
		Carried.

  
\_\_\_\_\_  
Town Clerk

  
\_\_\_\_\_  
Mayor/Deputy Mayor