

Minutes

Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 8:16 pm on June 28, 2012 and presided with the following individuals in attendance:

Deputy Mayor D. Tremblett
Councillor B. King
Councillor A. Hynes
Councillor F. Mills
Councillor R. Canning

Randy Drover, Town Clerk/Manager

Councillor P. Budgell was absent with regrets.

Item 2: Senior Manager Turnover Problem

Resolution 119/2012 – Councillor King/Councillor Canning

Whereas the Town of Bishop's Falls, since 2005, has only managed to retain a senior manager for an average period of 10.1 months; and whereas over the past five (5) years this retention period decreased to 5.4 months on average; and whereas the level of turnover in senior management has, among other problems, constrained the Town's long-term planning capacity; and whereas in May and June 2012 the Town commissioned an internal study around the senior manager turnover problem; and whereas the study involved interviewing former senior managers and current employees; and whereas the study found the primary reason for senior manager departure related to an unrealistic workload and expectations; and whereas Council recognizes that management responsibilities are concentrated in too few individuals; therefore, be it resolved that Council shall immediately separate the position of Town Clerk/Manager into the positions of Town Manager and Town Clerk; be it further resolved that the salaries shall be \$58,000 and \$48,000, respectively.

Yeas: 5 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, and Councillor Canning.

Nays: 1 – Councillor Mills.

Resolution Carried

Council, by consensus, appointed Mayor Hobbs, Deputy Mayor Tremblett, and Councillor King to the Section Committee.

Resolution 120/2012 – Councillor Canning/Councillor Hynes

Whereas the Town of Bishop's Falls, since 2005, has only managed to retain a senior manager for an average period of 10.1 months; and whereas over the past five (5) years this retention period decreased to 5.4 months on average; and whereas the level of turnover in senior management has, among other problems, constrained the Town's long-term planning capacity; and whereas in May and June 2012 the Town commissioned an internal study around the senior manager turnover problem; and whereas the study involved interviewing former senior managers and current employees; and whereas the study found that senior managers lacked the necessary administrative support; and whereas this results in senior managers having to handle all aspects of his/her workload from the most simple assignments to the most complex; and whereas this lack of administrative support contributed to the senior managers' decision to depart; and whereas the Executive Assistant position was designed to provide such administrative support, but other job duties such as payroll have displaced this critical function to a very large degree; and whereas outsourcing payroll activities can free approximately 1-2 days per week of the Executive Assistant's time that can be used to provide administrative support to senior managers; therefore, it resolved that Council shall outsource the Town's payroll function to Joda Enterprises at an annual cost of approximately \$3,000 per annum.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Item 3: Dust Complaints – Calcium for Roads

Mayor Hobbs advised that over the past several weeks the Town received numerous complaints concerning dust in certain areas throughout the community. In some cases the problem is linked to the Newfoundland Trailway, but there are also complaints about Town roads (i.e. Bond Street, Sunset Drive, etc.). Several years ago the Town applied calcium to the roads, but the practice was discontinued because of costs. Council must now reconsider this policy.

Motion 121/2012 – Councillor Hynes/Councillor Mills

That Council shall approve a disbursement of \$3,000 for the purchase of calcium to mitigate the dust problems on Town roads.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Council instructed management to contact the Newfoundland Trailway Council concerning the dust problems involving the track bed.

Item 4: Development Permit – 68 Main Street

Motion 122/2012 – Councillor Canning/Councillor Hynes

That Council shall grant a development permit to North Atlantic/W. Reid Construction Ltd. to install a 30,000 uswg propane storage tank along with piping for loading and unloading at 68 Main Street in accordance with the application dated May 7, 2012. The area is zoned as Industrial General.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 5: Sale of 24 McDonald Crescent

Motion 123/2012 – Councillor King/Councillor Canning

That Council shall, in accordance with s. 201.1 of the *Municipalities Act, 1999*, put to sale by way of public tender 24 McDonald Crescent as an un-serviced lot. The reserve bid shall be \$20,000 plus HST, deed, and survey.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 6: Adjournment

Motion 124/2012 – Councillor Canning/Councillor Hynes

To adjourn public meeting 1308.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

The meeting adjourned at 8:46 pm.

Randy Drover, Town Clerk/Manager