

Minutes

Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 7:02 pm on October 16th, 2012 and presided with the following individuals in attendance:

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

Randy Drover, Town Manager
Dan Oldford, Town Clerk/Land Officer

Item 2: Opening Prayer in the Form of Silent Reflection

A minute of silence was provided for a private prayer.

Item 3: Presentation of Awards

Mayor Hobbs presented Beautiful Flowers with the Business of the Year award. This award was originally set to be presented at the Annual Civic Awards Ceremony. Beautiful Flowers were congratulated on their business practices and expansion.

Item 4: Adoption of Agenda

Mayor Hobbs opened the floor for additions to the agenda resulting in the following amendments: (1) Lands Report added under General Business (sponsored by Councillor Budgell). (2) Chamber of Commerce was added under General Business (sponsored by Councillor Hynes). (3) Trestle Lights was added under General Business (Sponsored by Councillor Canning). (4) Trophy Case was added under General Business (Sponsored by Councillor King).

Motion 195/2012 – Councillor Budgell/Councillor Tremblett

To adopt the agenda for public meeting 1314 as amended.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 5: Adoption of Minutes for Public Council Meeting No. 1313

Motion 196/2012 – Councillor Budgell/Councillor King

To adopt the minutes for public meeting 1312 as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 6: Business Arising from the Minutes of Public Council Meeting No. 1313

Questions and discussions in relation to the minutes for public meeting 1313 were as follows:

QA1: Councillor King questioned the status of discussions with Nalcor and the Department of Municipal Affairs in terms of the water tax/grant-in-lieu. Mayor Hobbs advised that both himself and the Town Clerk met with Minister O'Brien and discussed the matter at the MNL Conference in Gander the past weekend and the Minister instructed his staff to set a meeting between Nalcor, Department of Natural Resources and The Department of Municipal Affairs prior to Council's meeting October 16th. 2012. Mayor Hobbs was please to inform Council that upon speaking with our MHA this meeting had occurred earlier today but the results of which we do not have yet. Council will also be pleased to note that this matter is now at the Ministers level and should be brought to a resolution fairly quickly.

Item 7: Standing Committee Reports and Recommendations

7.1 RECREATION STANDING COMMITTEE MEETING NO. 249 (SEPT 17, 2012)

7.1.1 Chairperson's Report

Councillor Hynes, Chairperson, presented the following report:

A special meeting was held on September 17, 2012.

The president of Bishop's Falls Minor Hockey Association and others members of the executive and Association were in attendance to discuss issues relating to the Canteen operation of the Pat O'Reilly Memorial Stadium.

A proposed renewal of The Score Clock Contract from Browning Harvey was discussed with a number of concerns being raised involving the constraints that this contract would cause Minor Hockey. Further study of this contract as well as the soliciting of an alternate supplier or the Town purchasing its own clock is being explored.

Concerns raised by citizens about the canteen's availability during public events were discussed with the Association. The committee acknowledged that Minor Hockey is only a volunteer group and that their participation in the running of the canteen is a service that requires a great amount of work. After much discussion it was agreed that a formal request from other user groups identifying canteen request times needs to be implemented. It was also agreed as in the past, that if in the event Minor Hockey cannot supply services, arrangements may be made for user group to operate canteen.

7.1.2 Recommendations

Resolution 197/2012 – Councillor Hynes/Councillor King

Whereas Council believes Minor Hockey provides a major service to the community its children, and whereas the operation of the canteen is a major fundraising component of Minor Hockey, and whereas the proposed contract from Pepsi dated May 9, 2012 would constrain both the operation and fundraising levels of Minor Hockey, therefore, be it resolved that Council shall mandate the Recreation Committee to meet with Pepsi to discuss the constraints of the proposed contract dated May 9, 2012, be it further resolved that Council shall instruct staff to study other avenues of supplying a Suitable Score Clock for the Pat O'Reilly Memorial Stadium..

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

7.2 RECREATION STANDING COMMITTEE MEETING NO. 250 (OCT 2, 2012)

7.2.1 Chairperson's Report

Councillor King, Chairperson, presented the following report:

A regular meeting was held on October 2, 2012.

The Committee met with a representative of Browning Harvey on the proposed contract and after some discussion a recommendation of deferral to the next committee meeting was agreed to for further

investigation and research on possible options. It was clarified that if a contract is signed with Browning Harvey then all aspects of the contract renewal will need to be followed.

The committee discussed the grant of \$4,340 approval from department of Tourism, Culture and Recreation on July 6th, 2012 towards community recreation programs and agreed to investigate purchasing a Jet Ice Machine for the Pat O'Reilly Stadium as well as a suggestion by staff towards a Floor Cleaner for the stadium. It was noted that White ice is scheduled to be completed as per recommendation of Council this year prior to the opening of the Stadium with a machine on loan from Gander.

The final report from the Summer Recreation Coordinator was received and discussed. It was a very successful summer program with 100 youth registered.

A concern was brought forward about scheduling for the Bishop's Falls Jr. Express. It was agreed that having a Junior League as part of our Town and facilities would be a great benefit to the overall community. We will work with all the user groups to maximize the potential of this addition and every effort shall be made to accommodate all user groups fairly.

An issue of safety has arisen regarding lights at the stadium particularly at the East and North exits of the stadium as well as outside the stadium. An inspection by an electrician resulted in a recommendation that 3 ballasts on outside lights are needed and one light inside the stadium needed replacement inside due to safety concerns.

A discussion regarding the opening of the Stadium was held with some clarification needed about the correct date. All User groups were advised in writing that the Stadium would be open on October 22nd, 2012, however it was also noted in the minutes of the Public Meeting No.1313 that if there were no problems or issues an earlier opening may occur. Taking into consideration the issue of white ice as well as scheduling concerns to be met, it was reaffirmed that the scheduled opening date of the stadium would be Oct. 22nd, 2012.

7.2.2 Recommendations

Resolution 198/2012 – Councillor King/Councillor Hynes

Whereas the conducting of a white ice program at the stadium has great value to the Users of the Stadium, and whereas it has been included in a past year with great reviews from Public as well as from User groups, and whereas the machinery to complete the whitening program this year can be accessed from a neighbouring community, be it resolved that Council shall complete a Ice whitening program for the year 2012-2013, and be it further resolved that Staff be instructed to research the cost of purchasing the necessary machinery to carry out a whitening program on an ongoing basis.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 199/2012 – Councillor King/Councillor Mills

Whereas Council believes safety is paramount in all its operations, and whereas a lighting issue has been identified on the outside as well as in the interior of the stadium, and whereas a proper request for price quotes has been completed to the value of \$1,100 lowest bid received, and whereas the work had to be completed prior to the ice going down for safety reasons, and whereas an agreement was reached with council through email on October 2nd and 3rd of October 2012, be it therefore resolved that council shall ratify the expenditure for repairs of the lighting repairs to the lowest bidder.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

7.3 COMMUNITY RELATIONS STANDING COMMITTEE MEETING NO. 52 (OCT 3, 2012)

7.3.1 Chairperson's Report

Deputy Mayor Tremblett, Chairperson, presented the following report

A regular meeting was held on October 3, 2012.

The Fire Chief and others members of the executive were in attendance to discuss issues relating to the Bishop's Falls Fire Department. Items discussed included Fire Hydrant testing and a number of unoccupied buildings in town. These two matters will be deferred to management for process review and what action can be taken or directives issued. Under an initiative by the Fire Department the Public Works Department has begun a numbering process of all fire Hydrants in Town.

The Fire Department advised the committee that the provincial Fire School will be taking place in Gander in Late October and as a part of its training program is planning on having a number of firefighters attend courses at the school. The committee encourages the department to continue with its training and will refer the request for funding to the next Governance meeting for approval within budgetary guidelines.

The Fire Department as has been doing significant improvements in the Fire Hall over the past year to ensure it meets all Fire and Life Safety Codes. With this in mind it is now looking to replace the flooring in the upstairs meeting room. The current floor tiles are separating from the sub floor and are posing some concern. This project will also be referred to Governance for approval.

The committee met with representatives of the Legion, 512 Air Cadets, and the Fire Department to plan the Remembrance Day Ceremony for Sunday November 11, 2012. It is hoped that the past years success can be repeated and staff will be notifying all participating groups.

7.3.2 Recommendations

Resolution 200/2012 – Deputy Mayor Tremblett/Councillor Mills

Whereas November 11th of each year is of a major significance to all residents of the Town of Bishop's Falls and Whereas Council believes in the Act of Remembrance to remember the sacrifice of our veterans, therefore be it resolved that the Town of Bishop's Falls shall honour the veterans of our community and all veterans with a Remembrance Day Ceremony to be held on the Eleventh hour of the Eleventh Day of the Eleventh Month.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

7.4 PUBLIC WORKS STANDING COMMITTEE MEETING NO. 303 (OCT 4, 2012)

7.4.1 Chairperson's Report

Councillor Budgell, Chairperson, presented the following report:

The Committee held a regular meeting on October 4, 2012.

The committee reviewed the incoming correspondence. It was noted that staff action and/or further investigation is required on some items.

As a result of correspondence from the Dept. of Transportation & Works (maintenance Division) regarding vehicles/Equipment Disposal it was agreed that Public Works Supervisor, T. Adams will travel to Clarendville to complete a site inspection of equipment the town may be interested in purchasing during the upcoming auction.

7.5 GOVERNANCE STANDING COMMITTEE MEETING NO. 44 (OCT 9, 2012)

7.5.1 Chairperson's Report

Councillor Canning, Chairperson, presented the following report:

The Committee held a regular meeting on October 9, 2012.

Committee has reviewed the Accounts Payable Journal and as of October 5th, 2012 are pleased to report that spending the Town is being very fiscally responsible. With only a couple of budget line items being exceeded and revenue following a healthy trend, expectations are for a positive outcome at year end pending no major problems.

When reviewing Income/Expense Statement it was noted that our repairs and maintenance of fleet equipment expenses have declined. This is attributed to in house repairs and closer monitoring of outside repairs when necessary. Council will be pleased to know its decisions in staffing are showing good results.

A review of the Accounts Receivable Report shows a modest drop in collection rates. This is an area of concern and staff will be working to find a solution. The step reward goal was not met and no reward was issued, however we are looking for ideas and concepts to maintain and improve our collection rate.

7.5.2 Recommendations

Resolution 201/2012 – Councillor Canning/Councillor Budgell

Be it resolved that Council shall approve the A/P Transaction Journal dated October 5th, 2012, totalling \$62,665.43, for disbursement as presented

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 202/2012 – Councillor Canning/Councillor Budgell

Be it resolved that Council shall ratify the Routine Payments for September 2012, totalling 29,714.88 as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 203/2012 – Councillor Canning/Councillor Hynes

Whereas Council believes in supporting the athletes of its community, and whereas the Newfoundland and Labrador Broomball All-Stars will be representing both the community and the province at the World Broomball Championships in Ottawa from October 29th-November 3rd, 2012, and whereas a large percentage of this team are from our community, be it therefore resolved that Council shall approve a sponsorship of two(2) Jerseys to the value of \$200.00 to show its support.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 204/2012 – Councillor Canning/Councillor Budgell

Whereas Council has worked diligently over the past year to allocate funding to make improvements to its roads, and whereas the west end of Main Street has been deteriorating significantly, and whereas Council is now able to allocate the funds to have 1 km of Main St. resurfaced, and whereas Exploits Paving have submitted the lowest bid, be it resolved that Council shall approve the awarding of the contract to Exploits Paving, and be it further resolved that the Town Clerk and Mayor are authorized to sign the contract for this project.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 205/2012 – Councillor Canning/Councillor King

That Council shall amend section 6.2 of the *Accounts Payable Policy* by adding the North Atlantic Petroleum to the Routine Payments listing.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 206/2012 – Councillor Canning/Deputy Mayor Tremblett

Be it resolved that Council shall ratify the posting tender for land adjacent to 24 McDonald Drive as presented and agreed to by emails September 23rd-27th, 2012.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 207/2012 – Councillor Canning/Councillor Mills

Be it resolved that Council shall ratify the posting tender for land adjacent to 4A Kings Road as presented and agreed to by emails September 23rd-27th, 2012.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 208/2012 – Councillor Canning/Councillor Mills

Be it resolved that Council shall ratify the posting tender for land on Stanley Ave. as presented and agreed to by emails September 23rd-27th, 2012.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Item 8: Privileged Session – Town Manager.Public Works Foreman, Councillors Disclosure Statements

Motion 209/2012 – Councillor Canning/Councillor Budgell

To dissolve into a privileged session.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

****THE PRIVILEGED SESSION COMMENCED AT 7:32 PM****

Resolution 210/2012 – Councillor Canning/Deputy Mayor Tremblett

To cease the privileged session and resume the public meeting.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

****THE PRIVILEGED SESSION CONCLUDED AND THE PUBLIC MEETING RESUMED AT 7:37 PM****

Item 9: General Business

9.1 BACKHOE – PROPOSAL TO PURCHASE

Resolution 211/2012 – Councillor Canning/Councillor Budgell

Whereas the Town has identified a need in the past for backhoe on a regular basis to aid in efficient operation of its Public Works Department, and whereas the Province of Newfoundland's Department of Transportation and Works is currently in the process of disposing of such a piece of equipment through its annual disposal tender process, be it resolved that the Town shall submit an offer to purchase the proposed backhoe as submitted.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

9.2 PRV/BLIVET – REPAIR PROPOSAL

Resolution 212/2012 – Councillor Budgell/Councillor Hynes

Whereas the PRV Valve on New Bay Road, which regulates the water system, encountered technical difficulties during the summer months, and whereas a large amount of water is being spilled due to its improper functioning and whereas the Blivet system on Kings Road is also experiencing problems with the lift pump, and whereas both of these items require a specialist from St. John's to properly complete the repairs, be it therefore resolved that the Town shall instruct its Manger to engage the required specialist to have this work completed as proposed.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

DISCUSSION/DEBATE

A discussion was held regarding the complaints of sewage odors from the Blivet and acknowledged the replacement of the pump would alleviate but not completely eradicate the odour. It was also noted that the PRV valve repair is a necessary item. The potential for liability without the repairs necessitates the expedient repair of this unit.

9.3 MAIN ST. WEST PAVING CONTRACT ADDITIONS PROPOSAL

Motion 213/2012 – Councillor Canning/Councillor King

That Council shall approve an additional allocation of \$32,729.94 for the Main Street road improvement project to reduce the elevation on the turn entering the long stretch parallel to Hobbs Park (running east) and to extend the shoulder as specified in the proposal.

DISCUSSION/DEBATE

Two areas of concern have been raised regarding the elevation of the second turn in the project as well as the shoulder adjacent the first turn. Both these areas have been registered by residents in the past as causing some issues. The potential for accidents under the current design is high. Also it was noted that while we are doing the project now cost for this correction in design would be significantly less than having it done at a later date.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

9.4 APPROVAL TO BORROW FOR FIRE TRUCK

Resolution 214/2012 – Councillor King/Councillor Canning

Whereas the Town has already completed an agreement to purchase a new Fire Pumper, and whereas the Town has a part of this agreement needs to secure a loan for its share of this purchase, be it therefore resolved that the Town shall seek approval from the Department of Municipal Affairs for the proposed borrowing of \$42,746.83 at an agreed fixed rate of 3.25%, be it further resolved that the Town Manager shall be authorized to drawdown the loan when required to acquire the Pumper for the fire Department.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

9.5 ANNOUNCEMENT OF BISHOP'S FALLS DAY 2013

Resolution 215/2012 – Councillor Mills/Deputy Mayor Tremblett

Whereas the The Fallsview Festival Committee 2013 has now been formed, and whereas they have advised that the Fallsview Festival 2013 is planned for July 18-22, 2013, and whereas this committee is requesting that the Civic Holiday be held during this festival, and whereas the Town normally celebrates its Civic Holiday on the Monday of the Fallsview Festival weekend, be it therefore resolved that Bishop's Day 2013 shall be observed on Monday July 22, 2013.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

9.6 PROPOSAL REGARDING HOBBS PARK PROJECT BY CONTRACTOR

A request was submitted by the successful bidder for the Hobbs Park project to have the project delayed until 2013. A discussion was held about the proposed delay and what hardships it would cause the Town and its residents. No satisfactory reason was given for this delay.

Resolution 216/2012 – Councillor Canning/Councillor King

Whereas Penney Paving was the successful bidder for the Hobbs Park project and whereas the project was intended to be completed in 2012, and whereas Council is of the opinion that the contract has been awarded with sufficient time to be fulfilled in 2012, be it resolved that the proposal to delay the Hobbs Park Project until 2013 shall be rejected, and be it further resolved that the Town Manager shall contact both the engineers and Department of Municipal Affairs to ensure that this project shall be completed in 2012.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

9.7 FIRE SCHOOL 2012 SUBMISSION

Resolution 217/2012 – Councillor Canning/Councillor King

Whereas the Town supports its volunteer firefighters in furthering their training, and whereas the department has identified a number of firefighters that could avail of training at the Provincial Fire

Training School, be it resolved that the Town shall approve the proposed attendees at the Provincial Fire School 2012.

DISCUSSION/DEBATE

A question was asked about if this was additional expense or if this was within the department budget. Clarification was supplied that this approval should come within the budget allocation for the department. The fire department have been advised however that they are getting close to budget limits and should plan accordingly

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

9.8 Land Report

Councillor Budgell informed council that as per Public works request a report was requested of the new Town Clerk/Land Officer outlining development permits issued by the town. An initial report showing 5 new home permits with an approximate value of 1.1 million dollars have been issued within the past 6 weeks. The Town Clerk/Land Officer will also follow through with a monthly report to the Public Works Committee in the future of permits issued. Also a database of past permits issued for comparison is to be compiled.

9.9 Chamber of Commerce

Councillor Hynes requested a clarification on maintaining membership and attending functions with the Chamber of Commerce. After a short discussion it was agreed that membership and participation should be continued as in the past.

9.10 Trestle Lights

Resolution 218/2012 – Councillor Canning/Councillor Hynes

Whereas the Council in motion 143/2012 at Public Meeting 1309 allocated \$35,000 towards the permanent lighting of the trestle, and whereas the trestle committee is endeavouring to have the trestle lighting completed prior to winter of this year and whereas the time available to individual and proper quotations is limited, be it resolved that the Town Manager shall be given authority to make individual approvals for purchases towards this project, be it also resolved that the maximum sum of these purchases must not exceed the allowed limit, and be it further resolved that all expenses shall be presented at next available council meeting for ratification.

DISCUSSION/DEBATE

Councillor Canning advised that due to the number of quotation requests necessary for this project combined with the weather time frame it would be impossible to have the lighting project go ahead this year if we did not accelerate the individual item quotation process. It was also noted that a number of Quotation requests could not be made until the previous one had been dealt with.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

9.10 Trophy/Award Case for Town Hall

It was brought forward by Councillor King and discussed the need for the Town to have a suitable location to display its Civic Awards/Trophies. A request will be made by staff to research options available.

Item 10: Adjournment

Motion 219/2012 – Councillor King/Councillor Canning

To adjourn regular public meeting 1314.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

The meeting adjourned at 8:37 pm.

Dan Oldford, Town Clerk/Land Officer