

Minutes

Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 7:00 pm on February 18th, 2014 and presided with the following individuals in attendance:

Deputy Mayor D. Tremblett
Councillor B. King
Councillor B. Saunders
Councillor K. McDonald
Councillor P. Budgell

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

Absent: Councillor R. Canning

Item 2: Moment of Silent Reflection

Item 3: Adoption of Agenda

Motion 22/2014 – Councillor King/Councillor Saunders

To adopt the agenda for public meeting 1340 as amended.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Item 4: Adoption of Minutes for Public Meeting No. 1338

Motion 23/2014 – Councillor Budgell/Councillor McDonald

To adopt the minutes for public meeting 1338 as presented.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Item 5: Business Arising from the Minutes of Public Council Meeting 1338.

QA1: Councillor Saunders advised Council that MP Scott Simms has checked on the Telus Grant and all applications are in and awaiting decision.

QA2: Councillor King inquired as to the status of the Canteen Contract. The Contract is part of Public Health & Safety Standing Committee report later tonight with a motion attached so discussion will take place at that time.

Item 6: Adoption of Minutes for Public Meeting No. 1339

Motion 24/2014 – Councillor Saunders/Councillor Budgell

To adopt the minutes for public meeting 1339 as presented.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Item 7: Business Arising from the Minutes of Public Council Meeting 1339.

QA1: No Business Arising.

Item 8: Standing Committee Reports and Recommendations

8.1 PUBLIC WORKS STANDING COMMITTEE. 314 (February 17th, 2014)

8.1.1 Chairperson's Report

Councillor King, Chairperson, presented the following report:

- The committee held a regular meeting on February 17th, 2014 with Deputy Mayor Tremblett (member), Councillor McDonald (member) and Mayor Hobbs (ex-officio) and Mr. Adams (Public Works Supervisor) in attendance.
- The committee met with a delegation from Newtown Road. The couple have been living on Newtown Road for approximately 1 ½ years and are very concerned about the water pressure situation on the hill. The pressure since they moved to the hill has been low, and since Jan 30th, there has been an even bigger problem. They also expressed concern about not having a contact

number available for residents in case of trouble. The committee advised the residents, that Council is currently awaiting parts that have to be manufactured for the pumps. It is hoped to have them installed within the next 2 weeks. The delegation also submitted as a part of their submission to the committee a request for a credit towards their annual water bill. They were advised by the committee that such a credit was not within the policies of Council. The delegation were advised, that Council will have staff follow up with the residents after the repairs are completed, to ensure that the problem is resolved.

- The committee also discussed who the “person of contact/information” should be concerning Public Works. If any issues regarding Public Works, including questions on the current problem on Newtown Road are raised, such concerns should be directed to the Public Works Supervisor.
- The committee discussed a proposed revised Snow Clearing Policy in detail. The committee acknowledged the work completed by the Public Works Supervisor and Town Manager on the policy presented. The committee felt that the implementation of such policy should set standards for staff as well as residents, as to what is being done with snow clearing on a regular basis. A recommendation is forthcoming supporting the implementation of this policy.
- The committee also acknowledged receipt of an advisory from Service NL regarding the installation of an Abattoir in Wooddale. Such a facility will ensure the continued development of the farming industry in central Newfoundland.

8.1.2 Recommendations

Motion 25/2014 – Councillor King/Deputy Mayor Tremblett

That Council shall approve, a Municipal Recommendation Form for Crown Land Application relating to an extension of Beautiful Flowers on Botwood Highway.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Motion 26/2014 – Councillor King/Councillor McDonald

That Council shall approve a development permit for the construction of a storage garage for Central U-Pick on Grenfell Heights Extension as presented.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Resolution 27/2014 – Councillor King/Councillor McDonald

Whereas the present Snow Clearing Policy has been causing uncertainty and some confusion with staff and residents as to the routes for snow clearing; and whereas the Town Manager and the Public Works Supervisor have spent considerable time refining and completing a Snow Clearing Service Standard Policy, and whereas such a policy should provide clarity as to the snow clearing routes and procedures in the Town, be it therefore resolved that Council shall adopt the Snow Clearing Service Standard Policy as presented.

DISCUSSION/DEBATE

The following points were raised during discussion: 1. The schedule is unable to be timed due to variables such as equipment being used, operator training weather conditions. 2. The routes have been designed with efficiency, as well as cost effectiveness in mind. 3 The Public Works Standing Committee will review the policy after one month. 4. A review of the process of snow clearing small roadways beginning this month by the Public Works Department. 5. These new routes and policy will take effect immediately.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

Resolution 28/2014 – Councillor King/Deputy Mayor Tremblett

Whereas a Land Sale Tender, for a parcel of property in the Kings Road/Rose Street/MacDonald Crescent area, did produce a single bid for the property; and whereas the bid received did not meet or exceed the reserve bid; be it therefore resolved that Council shall not accept the tendered bid.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

8.2 FINANCE STANDING COMMITTEE NO. 4 (February 3rd, 2014)

8.2.1 Chairperson's Report

Councillor Budgell, presented the following report due to the Chairpersons absence:

- The committee held a regular sitting on February 3, 2013 with Councillor Budgell (member), Councillor King (member) and Mayor Hobbs (ex-officio) in attendance.
- The committee considered the A/P Transaction Journal, Income/Expense Statement, Capital/Grants Income Statement, Cash Report and the Routine/Other Payments Listing. The following items were noted:

- The Abydoz cheque has been returned and correct cheque issued.
- Consideration of staff doing specialized maintenance of the Ice Plant is being considered and a final decision is expected by next public meeting with an anticipated start date of March 1st.
- The Income /Expense Report presented does not have a lot on it, has it is very early in the year.
- One error in the Expenses will be corrected. The ERSB Water Plant Invoice was entered in January. Half of this invoice is for 2013 and will be adjusted.

The table below reflects the current posted entries.

Revenue Category	Actual as a % of budget
Taxes	93.00
Sale of Goods and Services	6.64
Other Revenue from Own Source	5.96
Government Grants/Transfers	0
Expense Category	Actual as a % of budget
Council	6.32
General Administration	4.68
Property Assessment	25.00
Professional Development and Training	23.80
Public Relations	0
General Government	6.63
Fire Protection	12.60
Animal & Pest Control	31.60
Protective Services	13.71
Public Works Administration	0
Public Works Compensation	0
Vehicle and Fleet Operations and Maintenance	6.74
Roads	7.57
Snow Removal (materials only)	0
Street Lights	20.74
Transportation Services	4.43
Water Supply	15.78
Sewer Collection and Disposal	2.64
Garbage & Waste Collection	6.98
Environmental Health	10.39
Recreation Administration	0
Parks/Playgrounds/Fields	1.20
Stadium	6.45
Recreation and Cultural Services	3.62

Council will be pleased to know that the Town has started the year in a strong cash flow position and there are no major cash issues expected within the current budget.

- The committee also reviewed the Administration Operation plan and suggested a couple of revisions for staff implementation.

8.2.2 Recommendations

Resolution 29/2014 – Councillor Budgell/Councillor Saunders

Be it resolved that Council shall approve the A/P Transaction Journal dated January 31, 2014, totalling \$36,131.47, for disbursement as presented.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

Resolution 30/2014 – Councillor Budgell/Councillor King

Be it resolved that Council shall ratify the Routine/Miscellaneous Payment Report for January 2014, totalling \$62,800.26, as presented.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

Motion 31/2014 – Councillor Budgell/Deputy Mayor Tremblett

That Council shall approve the attendance the Town Clerk/Land Officer to the PMA Conference in Gander on April 2-4, 2014.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

** Councillor King requested a report be tabled reflecting total cost of Trestle lighting for the next public meeting.

**Deputy Mayor Tremblett requested information as to the status of the Casual A/R Position. The committee felt the need was not imminent; therefore the need to put a casual person in place was not required at this time.

8.3 PUBLIC HEALTH & SAFETY STANDING COMMITTEE NO. 5 (February 5th, 2014)

8.3.1 Chairperson's Report

Deputy Mayor Tremblett, Chairperson, presented the following report:

- A regular meeting of the committee took place on Wednesday, February 5, 2014 with Councillor McDonald, Counsellor Saunders and Mayor Hobbs in attendance.

- Representatives from the Bishop's Falls Fire Department Executive, namely Fire Chief Harnum, Captains Harnum and Green, and Secretary Fancey, were present to discuss issues concerning the Department. The Fire Chief requested information on the price Quotes for the Alarm System for the Fire Hall. Three were assessed and a recommendation from the committee will be presented to Council for consideration.
- The Fire Department also advised the committee that they have begun an inspection process of all commercial properties in Town with regard to Fire & Life Safety. The department wished for Council and Staff to be aware of the process in case of any inquiries received at the Town about such inspections.
- The fire department also wished to advise Council of the donation of a set of Holmatro Hydraulic tools from the Clarendville Fire Department. The Committee advised the Fire Department that a letter of thanks is being issued to Clarendville Council thanking them for this donation.
- The committee next met with a delegation from the Lions Club Winter Carnival Committee. This delegation had been invited in at the request of Council to discuss ways Council could assist with the success of the Winter Carnival. The Town in its desire to improve Community Spirit and Pride is reaching out to community organizations to work with these groups to enhance the Community. Due to the lack of time before this year's winter Carnival there is a limit as to what if any new ideas could be arranged. The Lions Club are however, requesting the waiver of rental fees for both a Hockey Tournament as well as a Family Skate during the Carnival. A request has also been submitted for consideration of a donation towards the fireworks. The committee advised the Lions Club that the Town had also sponsored a package of ads with the radio station promoting the winter carnival.
- The committee considered 2 partnership agreements between the Town and The Fallsview Figure Skating Club as well as an agreement with Minor Hockey Association and the Town. The committee will be requesting a meeting next month with the Fallsview Figure Skating Club to discuss the Advertising Agreement.
- Councillor McDonald as liaison with the Fallsview Festival Committee presented a short report on the committee's activities and plans for the coming year. One particular request from the committee is that Councillors would each participate in the Fallsview Festival on Bishop's Falls Day by volunteering a couple of hours of their time to assist with the operation of the booths at the Stadium.

8.3.2 Recommendations

Motion 32/2014 – Deputy Mayor Tremblett/Councillor McDonald

That Council proceed with the installation of a security Alarm system at the fire hall, as presented by DSI Security, at a cost of \$1,099 plus HST and monitoring, as presented.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Resolution 33/2014 – Deputy Mayor Tremblett/Councillor Saunders

Whereas the Bishop's Falls Lions Club provides an excellent service to the Town in planning, promoting and undertaking the Winter Carnival in Bishop's Falls; and whereas the participation of a number of different community groups in this festival reflects Community Pride and Spirit in the direction Council is trying to promote; and whereas the Lions Club, as a integral part of this festival wish to undertake a Hockey Game and Family Skate; and whereas Council wishes to promote Community Pride and Spirit, be it therefore resolved that Council shall waive the rental fees for the Pat O'Reilly Memorial Stadium for: 1. Three hours ice rental for the Hockey Game and 2. One Hour ice rental for the Family Skate.

DISCUSSION/DEBATE

During discussion the following items were raised: 1. Council had already committed radio advertising for the winter carnival. 2. The donation of Ice time was at a significant cost to the town and thus should be considered as a donation to the Carnival.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

Resolution 34/2014 – Deputy Mayor Tremblett/Councillor Budgell

Whereas the Exploits Chamber of Commerce promotes business development within the Exploits Area; and whereas subsequent investigation has shown a low participation by the Chamber in Businesses in Bishop's Falls, be it therefore resolved that Council shall arrange a meeting with the Exploits Chamber of Commerce to discuss ways it can assist with the development of Businesses in Bishop's Falls.

DISCUSSION/DEBATE

During discussion it was agreed that the Chamber should meet with the Economic Development Committee for their meeting.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

Motion 35/2014 – Deputy Mayor Tremblett/Councillor Saunders

That Council shall approve the Lease Agreement between the Town and The Bishop's Falls Minor Hockey Association for the operation of the Canteen at the Pat O'Reilly Memorial Stadium as amended.

DISCUSSION/DEBATE

During Discussion the following points were raised; 1. Section 2 shall be adjusted to reflect a 4 year term beginning May 1st, 2014. This would allow the contract to match Council's term but not have any new Council make rushed decisions upon taking office. 2. Section 6e will be adjusted to reflect termination of lease may be by either party without cause with 60 days notice.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Motion 36/2014 – Deputy Mayor Tremblett/Councillor Budgell

That Council shall approve a new agreement between the Fallsview Figure Skating Club and the Town for General Skating Partnership.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

Resolution 37/2014 – Deputy Mayor Tremblett/Councillor Saunders

Whereas Council believes in the value of increased recycling; and whereas Council has been offered participation in a recycle program for Cell Phones; and whereas participation in such program will not cause any substantial cost to the town, be it therefore resolved that that Council shall host "Recycle My Cell" Drop off program at the Town Hall.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution Carried

8.4 ECONOMIC DEVELOPMENT STANDING COMMITTEE NO. 2 (February 12th, 2014)

8.4.1 Chairperson's Report

Councillor Budgell, Chairperson, presented the following report:

- The committee held a regular meeting on February 12, 2014 with Councillor Budgell (member), Councillor Canning (member) and Mayor Hobbs (ex-officio) in attendance.
- The committee met with the Heritage Society to discuss a number of issues relating to the facility on Station Road. Council has acknowledged that the building needs some attention to prepare for

the opening of the Museum this spring. With this in mind the Heritage Society had been requested to present a list of priorities reflecting the issues with structure. The committee reviewed the list with the Society and advised that the committee would assess the list with staff and prepare some recommendations for Council.

- The committee also acknowledged that the Heritage Society will be meeting with The Economic Development Committee on a regular basis to discuss updates. The Committee acknowledges Heritage and a functioning Museum must be maintained within the community.
- The committee discussed the outstanding issue of membership of the Economic Development Committee. Under the Committee's Terms of Reference, the committee shall also, be comprised of 3 business persons (ex-officio) from the community. After soliciting volunteers from the business community and receiving only one applicant, the committee is referring the composition of the committee to Council's Strategic Planning Session set for March of this year.
- The committee assessed the consideration of a member of Council being appointed to the Exploits Valley Port Corporation. This corporation could become a valuable tool for the future development of the whole Exploits Valley.
- The committee discussed a request from a developer for any possible land for a Mini Home Sub-division. The developer will be advised that there is currently no land available for such a development.

8.4.2 Recommendations

Resolution 38/2014 – Councillor Budgell/Deputy Mayor Tremblett

Whereas the Town acknowledges that the current state of the Heritage Building (museum) is deteriorating; and whereas the Budget currently does not allot for sufficient funds to complete a number of repairs as put forward by the Heritage Society, be it therefore resolved that Council shall pursue funding sources and use any existing available funds to have the exterior painting, window repairs, as well as light repairs completed at the Heritage Centre.

DISCUSSION/DEBATE

The following items were raised during debate: 1. The cost factor of possibly jacking the Heritage building up due to the age and design of the building is cost prohibitive. 2. The Heritage Committee would be coming back to the committee with cost estimates on some of their "wish list". 3. Councillor Saunders advised that MP Scott Simms would like to consider RBC funding which may be of assistance with the Heritage Society.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution carried

Resolution 39/2014 – Councillor Budgell/Councillor Saunders

Whereas the Heritage Society is requesting additional funding to offset the expense of the security system and attached phone lines for the Heritage centre; and whereas such expenditure is not allotted in the current budget, be it therefore resolved that Council shall take such a request under consideration as a part of its mid-year review in 2014, and be it further resolved that such consideration shall be done with future budgets.

DISCUSSION/DEBATE

During discussion it was noted that the Heritage building is a town asset and as such Council must take some measures to protect such assets.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution carried

Resolution 40/2014 – Councillor Budgell/Councillor McDonald

Whereas the Exploits Valley Port Corporation Inc. has been established; and whereas the development of the Port may have a significant impact on the development of the whole Exploits region; and whereas the membership of the corporation includes a representative from Bishop's Falls, be it therefore resolved that the Town Council of Bishop's Falls shall appoint a member of Council to the Exploits Valley Port Corporation Inc., and be it further resolved that Council shall appoint Mayor Robert Hobbs to the Exploits Valley Port Corporation Inc.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Resolution carried

****Councillor King requested (Council also agreed by consensus) that the request for consideration of a Mini-home subdivision be submitted to Public Works Standing Committee for review.**

Item 9: General Business

9.1 STATUS OF WOMEN COUNCIL

It was agreed by consensus that the current budget did not have allocation for advertising as requested and therefore Council shall deny the request for advertising.

9.2 Strategic Planning Session Date/Location

Motion 41/2014 – Councillor Budgell/Councillor King

That Council would set March 8th and 9th as its dates for the Strategic Planning Session.

DISCUSSION/DEBATE

During discussion is that noted that this date would not be available for a number of councillors.

Friendly Amendment – Councillor Budgell/Councillor King

To change the dates to “March 22-23, 2014”.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion carried

9.3 Provincial Junior Broomball Tournament

At the request of Councillor King and with the Consensus of Council congratulation shall be issued to the organizers on a successful tournament, the weekend of February 14-15, 2014. Also, that a special congratulation shall be issued to the Junior Boys team for achieving the Gold Medal in the Tournament.

Item 10: Privilege Session

Motion 42/2014 – Councillor Budgell/Councillor McDonald

To dissolve into a privileged session.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion carried

****THE PRIVILEGED SESSION COMMENCED AT 8:15PM****

Motion 43/2014 – Councillor Saunders/Councillor McDonald

To cease the privileged session and resume the public meeting.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion carried

****THE PRIVILEGED SESSION CONCLUDED AND THE PUBLIC MEETING RESUMED AT 8:19 PM****

Item 11: Adjournment

Motion 43/2014 – Councillor Budgell/Councillor Saunders

To adjourn regular public meeting 1340

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, and Councillor Budgell.

Nays: 0

Motion Carried

The meeting adjourned at 8:20 pm.

Dan Oldford, Town Clerk/Land Officer