

## Minutes

### Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 7:00 pm on December 17th, 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  
Councillor R. Canning

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

### Item 2: Moment of Silent Reflection

A minute of silence was provided for a private reflection/prayer.

### Item 3: Adoption of the Agenda

Mayor Hobbs welcomed everyone and wished everyone a Merry Christmas prior to opening the floor for additions to the agenda. The following items were added: (1) Parking on Beaumont Heights sponsored by Councillor King. (2) Employee Drug Testing sponsored by Councillor King. (3) Bishmas Request sponsored by Councillor Canning.

#### **Motion 266/2014 – Councillor Canning/Councillor McDonald**

To adopt the agenda for public meeting 1356 as amended.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

**Motion Carried**

### Item 4: Adoption of Minutes for Public Council Meeting No. 1355

#### **Motion 267/2014 – Deputy Mayor Tremblett/Councillor King**

To adopt the minutes for public meeting 1355 as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

### **Motion Carried**

## **Item 5: Business Arising from the Minutes of Public Council Meeting No. 1355**

QA1: Councillor King Requested an update on the exhaust fans and the humidity at the stadium. Staff, are awaiting pricing and list of parts needed to have the necessary repairs completed. Whereas the winter temperatures are not currently causing further problems and that all spending is being curtailed to maintain a balanced budget, a slow approach is being utilized.

QA2: Councillor King also inquired as to any update on the Nalcor billing status. Mayor Hobbs has been in touch with our MHA and, an advisory of possible statement of claim being filed the Town is currently awaiting a response to correspondence, with an answer expected prior to year end.

QA3: Councillor King inquired as to the status of the application to Municipal Affairs regarding the cost overrun on the WWTP. Mayor Hobbs advised that MHA Clayton Forsey is tracking this for us and no further updates as of today.

QA4: Council was advised that a report had come back on the insurance question re Potholes and the Town is not liable for such claims.

QA5: Councillor canning inquired as to the status of the Rescue Truck from CBS. The Truck is currently awaiting transfer by flatbed from CBS and will be assessed upon arrival.

## **Item 6: 2015 Municipal Operating Budget**

Deputy Mayor Tremblett, Chairperson of the Finance Standing Committee with the Mayor's leave, made the following presentation regarding the 2015 Municipal Operating Budget.

Mr. Mayor, in accordance with the *Municipalities Act, 1999* and the Finance Standing Committee's Terms of Reference, I am pleased to present the 2015 Municipal Operating Budget. As required by law the Budget, which totals \$3,067,617, is balanced. Council will be interested to learn the latter was achieved without having to increase taxes or fees – they remain at their 2014 levels.

Before I begin discussing the 2015 Budget and the various spending plans, I believe it is useful to reflect on the accomplishments and struggles of the current fiscal year.

2014 was an important year for our municipality. It marked the beginning of the long desired wastewater treatment project that will bring pollution of the Exploits River, from a Bishop's Falls perspective, to an end. This was not an easy goal to achieve given our fiscal constraints, but Council listened to the community, which identified wastewater treatment as the top priority during the 2007-

2008 strategic plan consultation process, and worked to see this infrastructure developed. Council was under considerable pressure by the provincial government as well. As many know, we could not approve further subdivisions unless the wastewater from those new dwellings was treated. The wastewater treatment project was the only way to ensure the continued growth of our municipality. Having said this, Council is pleased to see the wastewater treatment project under construction, and if things go as planned, it will be commissioned and functioning as of July/August 2015. To date, the project has cost approximately \$10.3 million with the municipality contributing \$1.98 million. The project is expected to cost \$14 million in total.

Many other things were accomplished in 2014 as well, Mr. Mayor, and they include:

- Replacement of the roof in the Pat O'Reilly Memorial Stadium. This project cost \$447,000 with the municipal share coming to \$85,000. This project was funded from general revenue. No loan was acquired.
- Ditches and culverts around Dominic Street were upgraded to alleviate water drainage issues. This project cost the Town \$38,000 over 2013-2014. Again, this project was funded from general revenue.
- The exterior of the building at 5 Station Road (Heritage Centre) was renovated.
- Council adopted a three year strategic plan.
- As a means to enhance the tourism and recreation attributes of the Exploits River, the Town, in partnership with the provincial government and ACOA, commenced the Exploits River Development Strategy project. This will cost \$75,000 and is equally cost shared by the three partners.
- Significant progress was reached regarding the new *Municipal Plan and Development Regulations*. They are currently being reviewed by the provincial government. The Town anticipates the public process to commence in 2015.
- JCP projects were acquired to enhance community based programming and to finish constructing walls against the metal siding in the stadium. These projects will finish in 2015.
- Work continues to acquire Resolute (formally Abitibi) land within the municipal boundaries. The Town has submitted a proposal and is waiting to hear from the company.
- Investments were made to improve the Town's fleet. A new Western Star truck (flyer) was purchased for snow clearing and a new Olympia ice resurfacer was purchased for the Pat O'Reilly Memorial Stadium. Mr. Mayor, the Town recognizes that much of its equipment is old and further investments are required; however, we are a small municipality and these purchases are expensive. Without support from the provincial government, there is little more than can be done for equipment on the scale of new purchases for several years to come.
- Commencement of the Kings Road Subdivision that will see approximately 50 lots constructed over three phases spanning 30 years or less depending on market demand.

This is just a high level summary of the things accomplished in 2014, Mr. Mayor.

2014 had plenty of challenges as well. The difficult winter, higher than average waterline breaks (five over nine days in November costing approximately \$8,000), and several unanticipated events has threatened our capacity. The Town is struggling to maintain its budget targets, but a recent analysis projects a small surplus given additional taxation, land sales, and other revenue.

Now, Mr. Mayor, I will turn Council's attention to the 2015 Budget.

The Finance Standing Committee held several meetings in November and December to finalize the estimates. When compared to July 2014, Mr. Mayor, the 2015 budget has decreased by 2.5%. The Committee has not included surpluses from prior years in this budget because that is not sustainable. The budget must balance on its own merits. Over the coming month the Finance Standing Committee will consider how best to utilize remaining surplus funds. Ideas being discussed at the moment include funding the Town's share of the 2017 Main Street Replacement Project (Phase 2) or the severance liability. This will be addressed by Council and Committee in the next fiscal year. Mr. Mayor, I will now discuss the expenses and revenue estimates.

### **Expenses**

The expense can be summarized as follows:

	<u>\$</u>	<u>% of total</u>
General Government	622,386	20.29%
Protective Services	83,400	2.72%
Transportation Services	756,886	24.67%
Environmental Health	411,357	13.41%
Planning and Development	3,200	0.10%
Recreation and Cultural Services	251,168	8.19%
Fiscal Services	<u>939,220</u>	30.62%
	3,067,617	

When preparing the 2015 budget the Committee did not simply look at one fiscal year, Mr. Mayor. The wastewater treatment project, increased waste management system costs (garbage collection and disposal), and other expenses will place considerable pressure on our fiscal resources in 2016 and beyond. To prepare for this the Committee started the process of eliminating expenses and, in some cases, reducing services in 2015. We are attempting to mitigate the challenges that will be encountered in 2016 and subsequent fiscal years. To this end, the 2015 budget will see;

- (1) The removal of wage reimbursements for Councillors. In the interest of full transparency, Mr. Mayor, Council should know only one reimbursement was approved since the policy was adopted in 2011. This is not a utilized program; however, the Committee is recommending its abolishment. A policy amendment is included in the *2015 Municipal Operating Budget Tax Schedule and Policy*.
- (2) Council's level of participation in the MNL convention is reduced. The Town will only fund the participation of two Councillors.
- (3) The annual spring clean-up program is reduced to six days. Tipping fees will increase by \$5 per tonne in 2015. Operating a 12 day program is no longer feasible. Since 2012 this service has cost an additional 57% (\$19,000 in 2014).

As suggested earlier, Mr. Mayor, the Town is encountering additional expenditure pressures in 2015. They are summarized below.

- (1) Tipping fees have increased from \$117 per tonne to \$122.
- (2) Curbside collection fees have increased from \$72 per household to \$74.
- (3) Electrical cost for the wastewater treatment project (estimated to be \$12,100 for ½ year).
- (4) Increased cost of water treatment.
- (5) Increased electrical cost (2.9% anticipated).

That said, Mr. Mayor, the Town is still able to progress without increasing taxes in 2015, and I am pleased to summarize special spending plans for the upcoming fiscal year. They include:

- (1) Implementation of an after hour emergency 1-800 number.
- (2) Continued investment in the wastewater treatment project.
- (3) Four weeks for Town beautification (i.e. brush cutting).
- (4) \$5,000 grant for the newly created Beautification Committee.
- (5) \$500 grant to the Bishop's Falls Heritage Society.
- (6) Preparation of a proposal, by a municipal planner, to expand the Town's planning boundary to include the south side of the Exploits River.
- (7) Conclude the Exploits River Development Strategy.

Investments in infrastructure will be made through the Town's gas tax funding. As Council is aware, the Town is seeking funding from the province to replace Beaumont Heights/Hynes Road and 3400 meters of Main Street in 2015.

Other plans for 2015 include the following:

- Establish a Facebook page and Twitter account for the municipality.
- Organizing four Town Hall meetings.
- Develop an evaluation framework for the summer recreation program.
- Acquire a JCP for the Summer Recreation Coordinator.
- Assess the Town's water towers.
- Acquire a JCP to assist the Public Works Department prepare an inventory management system, equipment maintenance program, and infrastructure preventive maintenance program.

### **Revenue**

Mr. Mayor, I will now discuss revenues, which are summarized below.

	<u>\$</u>	<u>% of total</u>
Taxes	2,581,199	84.14%
Sale of Goods and Services	110,300	3.60%
Other Revenue From own Source	29,800	0.97%
Provincial Grants/Subsidies	203,900	6.65%
Federal Grants/Subsidies	142,418	4.64%
Transfers from Authorized Reserves	-	0.00%
	<u>3,067,617</u>	

The Committee was able to balance the budget without having to increase taxes; however, Council and the public should be prepared for a different story in 2016. The added pressures of the wastewater treatment project, which includes financing and operational expenses, will be significant in 2016. At that point the plant will be operational and the Town will be absorbing all costs (2015 is a partial year). Taxes will likely need to be increased, but the extent cannot be known at this time. The Town will be evaluating certain services and programs over the coming year to determine their effectiveness. Rest assured the Committee will do what's possible to mitigate (negate, if possible) any tax or fee increases, but our forecasts show this is going to be challenging. Generally speaking, expenses are increasing in many areas as discussed above, and this is creating additional pressures for the municipality along with

wastewater treatment. Any increases in taxes will not be long lived, but will be needed for three or four years until the Town retires debt from previous capital works projects and equipment acquisitions.

To reiterate, Mr. Mayor, the Town has made significant progress over the past several years. Wastewater treatment is a major achievement and it's something this community can draw pride from. We will no longer be discharging pollution into the Exploits River, and this is a significant accomplishment.

In closing, Mr. Mayor, I want to express my gratitude to the Finance Standing Committee for its work on this budget. It was a collaborative effort and we are pleased to present the estimates to Council. The budget maintains taxes while moving the Town forward in terms of infrastructure, services, and programs.

Thank you, Mr. Mayor. That concludes my presentation.

**RESOLUTION 268/2014 – Deputy Mayor Tremblett/Councillor Budgell**

Be it resolved that Council shall adopt the *2015 Municipal Operating Budget* and the *2015 Municipal Operating Budget Tax Schedule and Policy* as presented and circulated.

**DISCUSSION/DEBATE**

During discussion it was noted that, though council is able to adopt the 2015 Municipal Operating Budget without tax increases, the 2016 budget may have to have tax increases considered with the WWTP coming on line. The increased operating costs as well as financing of the Town's portion of the project will cause significant increases in expenses.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

**Resolution Carried**

**Resolution 269/2014 – Deputy Mayor Tremblett/Councillor McDonald**

Be it resolved that Council shall adopt the *2015 Administration Department Operational Plan*, *2015 Public Works Department Operational Plan*, and the *2015 Recreation Department Operational Plan* as circulated.

**DISCUSSION/DEBATE**

During discussion it was noted that Council is pleased with the community involvement with the Christmas tree lighting/Carol Sing. There has been significant involvement in the community activities this year with a number of events including: the Santa Claus Parade, Suicide Awareness walk etc.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

## Resolution Carried

### Item 7: Standing Committee Reports and Recommendations

#### 7.1 PUBLIC HEALTH & SAFETY STANDING COMMITTEE MEETING NO. 14 (DECEMBER 1<sup>ST</sup>, 2014)

##### 6.1.1 Chairperson's Report

Councillor Kirk McDonald, Chairperson presented the following report:

- A regular meeting of the committee took place on Monday, December 1<sup>st</sup>, 2014 with Councillor Canning and Mayor Hobbs in attendance.
- The Committee received a report from the Community Development Officer/File Clerk regarding ongoing projects. That report is summarized below.
  - a. Since the last report the Beautification Committee held two (2) meetings. The Committee is currently planning a community garden that will be located in the Faulkner Recreation Complex. Essentially, the garden will bring together seniors and youth. Vegetables, herbs, and things of this nature will be grown. The Community Development Officer/File Clerk is in the process of applying for a \$2,000 grant to assist with this initiative. The produce will likely be sold during a fall fair.
  - b. A meeting was held with individuals interested in forming an ATV Safety Awareness Committee. Some difficulty is being encountered around recruitment. While people are interested, it is challenging to find people who can commit the time. Over the coming weeks the Community Development Officer/File Clerk will target individuals to see if they would like to participate. As an aside, the Community Development Officer/File Clerk reported progress regarding portable cameras. These cameras would be installed (and rotated) throughout the community's road network to help identify illegal ATV users. More research is necessary to determine the best hardware and software for this purpose.
  - c. The Community Development Officer/File Clerk is presently looking for a location to host a monthly indoor flea market. The Committee identified a couple of locations for consideration.
  - d. Council will be pleased to know the *Christmas Tree Light-up and Carol Sing* will take place on December 8, 2014 @ 7:00 pm. The Town has invested extra resources in this event to make it even more special for the community.
- At the Committee's request, the President of the Bishop's Falls Minor Hockey Association attended the meeting. A very productive discussion ensued. Council will be pleased to learn that enrollment in the Minor Hockey program has increased significantly this year. This is great news. The Committee shared the Town's concerns regarding breaches of the Pepsi contract in recent years. The President, while unable to comment on past practices, indicated all products for the canteen and coolers are currently being purchased through Browning Harvey, as required, and this will continue.

- Over the past 2 months the Town has encountered problems with the score clock in the stadium. During this time the Town learned the clock is outdated and parts are difficult to source. The company is no longer in operation. In this context, the Committee instructed the Town Manager to write Pepsi on the matter. The Town Manager will propose a renewed contract with Pepsi provided a new score clock is provided. This information, if received in time, will be presented to Council during the public meeting in December under general business.
  - Finally, the Committee reviewed the 2014 Recreation Department Operational Plan update and the draft 2015 Recreation Department Operational Plan. Concerning the latter, the following ideas/projects were shared: (1) Replace low flow showerheads; (2) repair rubber flooring; (3) construct a coach bench in the players' boxes; and (4) fix the hall of fame banners.
- \*\* It was noted that Council should make an effort to involve Miss Bishop's Falls, Little Miss Bishop's Falls and Little Mr. Bishop's Falls in as many future Town functions as possible.

#### 7.1.2 Recommendations

No Recommendations

### 7.2 FINANCE STANDING COMMITTEE MEETING NO. 11 (DECEMBER 9<sup>TH</sup>, 2014)

#### 7.2.1 Chairperson's Report

Deputy Mayor Tremblett, Chairperson, presented the following report:

- A regular meeting was held on December 9<sup>th</sup>, 2014 with Councillor Saunders, Councillor McDonald and Mayor Hobbs in attendance.
- The Committee reviewed the A/P Transaction Journal, Routine Payments, Budget, Capital Works/Grants Income Statement, and the Cash Report. The Committee expressed concern over several invoices related to equipment rental and parts/services. Over the coming days the Town Manager will investigate the purchase orders and invoices and file a report with the Committee. Cash remains in a healthy condition, and the budget performance is summarized below (Council should note that we were, at the time of the reports, 94% into the fiscal year).

Item	Percentage Realized/Used to Date
<b>Revenue (% Realized)</b>	
Taxes	102.91
Sale of Goods and Services	135.36
Other Revenue from own Sources	170.45
Municipal Operating Grant	100.00
<b>Expense (% Used)</b>	
Council	95.72
General Administration	90.67
Property Assessment Services	100.00
Professional Development and Training	109.10



Public Relations	141.22
Fire Department	86.87
Animal and Pest Control	110.61
Public Works Administration	101.01
Public Works Compensation	96.03
Vehicle and Fleet Operations	92.62
Roads	103.94
Snow Removal (Supplies)	71.47
Street Lighting	83.70
Water Supply	91.51
Sewer Collection and Disposal	61.49
Garbage Collection and Waste Disposal	91.44
Recreation Administration	93.07
Parks/Playgrounds/Fields	95.79
Stadium	91.97
Fiscal Services	62.85

For the remainder of the year the Town will need to limit expenses substantially. Discretionary spending will cease immediately. This has been a challenging fiscal year with, among other things, the difficult winter and, most recently, a marathon of waterline breaks (five over nine days at an approximate cost of \$8,000 including equipment rental and labour). The Town is struggling to maintain its budget targets. The only saving factor at this point is the additional revenue collected throughout the year. This situation will be monitored closely and the Town will do whatever it can to maintain the spending limits in the budget.

The Committee finalized the 2015 Municipal Operating Budget during this session, and it also reviewed the draft 2015 Administration Department's Operational Plan.

\*\* Councillor King asked and it was confirmed that the outstanding amount from Nalcor was a part of the budget and are in fact included in the budget documents.

#### 7.2.2 Recommendations

##### **Resolution 270/2014 – Deputy Mayor Tremblett/Councillor Saunders**

Be it resolved that Council shall approved the A/P Transaction Journal dated December 3, 2014, totalling \$59,322.81, for disbursement as circulated with the following stipulation: 10% of invoice 2574 (08/07/2014) shall be withheld pending discussions with the vendor regarding the project.

#### DISCUSSION/DEBATE

It was noted during discussion that the invoice hold back is involving shoulder work and is awaiting a report from the Public Works Supervisor.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

## **Resolution Carried**

### **Resolution 271/2014 – Deputy Mayor Tremblett/Councillor McDonald**

Be it resolved that Council shall ratify the Routine Payments Report dated December 3, 2014, totaling \$85,329.82, as circulated.

#### **DISCUSSION/DEBATE**

During discussion it was noted that the Animal Control Officer has retired and a request should be made for clarification of the current operation of the Animal Control Contract.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

## **Resolution Carried**

### **Resolution 272/2014 – Deputy Mayor Tremblett/Councillor Budgell**

Whereas resolution 40/2013 and 175/2014 provided the Town Manager with authority to drawdown up to \$1,400,000 against the WWTP loan from the Bank of Montreal totaling \$2,348,428.79; and whereas pending a drawdown in December 2014, the total loan advanced to date is \$1,980,531.43; and whereas to ensure the timely payment of invoices the Town Manager must be given further authorization from Council; therefore, be it resolved that Council shall authorize the Town Manager to drawdown, in total, up to \$2,000,000 against the WWTP loan from the Bank of Montreal.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

## **Resolution Carried**

## **Item 8: General Business**

### **8.1 Stadium Clock (BHL Agreement)**

#### **Motion 273/2014 – Councillor King/Councillor Canning**

That Council shall accept the agreement for the supply and maintenance of the Score Clock at the Pat O'Reilly Memorial Stadium as presented for the term December 1, 2014 – November 30, 2015 with Browning Harvey Limited.

#### **DISCUSSION/DEBATE**

During discussion the following items were addressed: 1. The score clock is currently working, however there have been some minor issues and they will be recorded for discussion with Browning Harvey Limited. 2. This will allow the town and the contractor a full year to see verify if terms of contract are

being adhered to. 3. A RFP may be issued by the Town and BHL will maintain the current agreement until as such time a new score clock is ready for installation.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

### **Motion Carried**

#### **8.2 KINGS ROAD SUBDIVISION INDENTURE**

A copy of the indenture for the Kings Road Subdivision land was presented prior to signing by Council for review. In the interest of full disclosure a short review was conducted by Council of possible infringements on this parcel of land. Council by consensus agreed to have the Town Manager and Mayor sign the Indenture as presented.

#### **8.3 PARKING ON BEAUMONT HEIGHTS**

There have been a number of complaints from residents, staff, contractors of access to an area of Beaumont Heights now called Murphy's Turn. The Garbage truck has had difficulty entering the area as well as residents. A letter will be issued to all residents of the road advising of the problem and a record will be maintained for future action.

#### **8.4 EMPLOYEE DRUG TESTING**

A question was asked regarding random drug testing for Municipal Employees. Due to the nature of the subject as well any cost implications further research will be needed prior to any further consideration.

#### **8.5 BISHMAS HOCKEY TOURNAMENT REQUEST**

### **Resolution 274/2014 – Councillor McDonald/Councillor Canning**

Whereas the Bishmas Hockey Committee has requested a donation in aid of their annual tournament; and whereas such tournament has proven successful in its inaugural year in raising funds which have been redistributed back into the community; and whereas such a tournament brings together a number of residents and former residents in a community activity, be it resolved that Council shall grant the Bishmas Hockey Tournament 3 hours of free Ice Time towards their 2014 Tournament.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor Saunders, Councillor King, Councillor McDonald, Councillor Budgell and Councillor Canning.

Nays: 0

### **Resolution Carried**

## **Item 9: Adjournment**

There being no further business the Mayor adjourned the Public Meeting 1356 at 8:15pm

---

Dan Oldford  
Town Clerk/Land Officer

# Town of Bishop's Falls



Public Council Meeting No. 1356  
December 16<sup>th</sup>, 2014 at 7:00 pm  
Council Chambers

## Agenda

1. Call to Order
2. Moment of Silent Reflection
3. Adoption of Agenda
4. Adoption of Minutes for Public Council Meeting No. 1355
5. Business Arising from the Minutes of Public Council Meeting No. 1355
6. 2015 Municipal Operating Budget
7. Standing Committee Reports and Recommendations
  - 7.1 Public Health & Safety Standing Committee No. 14 (December 1<sup>st</sup>, 2014)
    - 7.1.1 Chairperson's Report
    - 7.1.2 Recommendations Arising
  - 7.2 Finance Standing Committee No. 11 (December 9<sup>th</sup>, 2014)
    - 7.2.1 Chairperson's Report
    - 7.2.2 Recommendations Arising
8. General Business
  - 8.1 Stadium Clock (BHL Agreement)
  - 8.2 Kings Road Subdivision Indenture
  - 8.3 Parking on Beaumont Heights
  - 8.4 Employee Drug Testing
  - 8.5 Bishmas Hockey tournament Request
9. Adjournment