

1Public Meeting of Witless Bay Council
December 8, 2020

Attending:

Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, David Ryan, Fraser Paul and Vince Swain

Staff: Pat Curran, Geraldine Caul, and, Barb Harrigan

1. Mayor Derm Moran called the meeting to order at 7:30 p.m.

2. Adoption of Agenda of December 8, 2020

2020-244 Deputy Mayor Maureen Murphy/Councillor Dale O'Driscoll
Move to adopt the agenda of December 8, 2020.
Carried unanimously.

3. Adoption of Minutes of Public Meeting of November 10, 2020

2020-245 Councillor Dale O'Driscoll/Councillor Vince Swain
Move to adopt the Minutes of Public Meeting of November 10, 2020.
Carried unanimously

4. Adoption of Minutes of Privileged Meeting of November 18, 2020

2020-246 Councillor Fraser Paul/Councillor Dale O'Driscoll
Move to adopt the Minutes of Privileged Meeting of November 18, 2020.
Carried unanimously.

5. **Business Arising from Minutes:**

a. Witless Bay Development Regulation Amendment #4: 47-115 Dean's Road

Councillor Fraser Paul declared a conflict of interest, stating he has a live application, and left the meeting at 7:36 pm

2020-247 Deputy Mayor Maureen Murphy/Councillor
Whereas Council is of the opinion that the possible re-zoning of land known as Civic # 47-115 Dean's Road from the Residential Rural Zone to the Residential Zone to accommodate a subsequent application for approval to develop it as a residential subdivision in accordance with

the requirements of the Witless Bay Development Regulations and the Witless Bay Municipal Plan would be in the interest of the community; and
Whereas notices of re-zoning application has been publicly advertised and representations from interested persons have been received urging Council to be considerate of the long-existing trail ("Dean's Road Track") which runs through the subject property and is used regularly by Town residents;

I move that:

1. Council pass the attached Resolution to Adopt Witless Bay Development Regulations Amendment Number 4, 2020 and thereby re-zone the subject property to the Residential Zone; and;

2. Council acknowledge its commitment under the Witless Bay Municipal Plan to the maintenance of the "Dean's Road Track" as a public trail for public recreational use.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, David Ryan, and Vince Swain.

Against: 0

Abstained: Councillor Fraser Paul

Carried.

Councillor Paul returned to the meeting at 7:38 pm.

b. Amend Subdivision Design Standards - Regulation 80 of Witless Bay Development Regulations

Councillor Fraser Paul declared a conflict of interest, stating he has a live application, and left the meeting at 7:38 pm.

2020-248 Deputy Mayor Maureen Murphy/Councillor Dale O'Driscoll

Whereas the Town of Witless Bay Municipal Council has decided at the Regular meeting of Council on October 14, 2020, to make a minor change to the Town of Witless Bay Engineering Subdivision Design Standards; and,

Whereas this will also require a minor revision to the Subdivision Design Standards contained in Regulation 80 of the Witless Bay Development Regulations in the following manner:

Amend Regulation 80.(a) (Subdivision Design Standards) by deleting the existing and substituting the following:

"(a) The finished grade of streets shall not exceed 12 percent.";

I move that the Town of Witless Bay Council refer the proposed text amendment to the Witless Bay Development Regulations to the public consultation process to provide interested persons an opportunity to view the proposed amendment and offer their comments on it to Council for Council's consideration before it may be considered for approval at a subsequent Regular Public Meeting of the Town of Witless Bay Council.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, David Ryan, and Vince Swain.

Against: 0

Abstained: Councillor Fraser Paul

Carried.

Councillor Paul returned to the meeting at 7:40 pm

c. Fire Hall Feasibility Study - Acceptance of revised draft of feasibility report

2020-249 Councillor Dale O’Driscoll/Councillor Fraser Paul

Move that the Town Council of Witless Bay accept the revised draft of the feasibility report for the new Witless Bay Fire Hall.

Carried unanimously.

- d. Fire Hall Feasibility Study - Request to reallocate resources within approved budget amounts

2020-250 Councillor Dale O’Driscoll/Councillor Fraser Paul

Move that the Town Council of Witless Bay approve DMG Consulting’s report to reallocate resources within approved budget amounts.

Carried unanimously.

- e. Community Peaceful Enjoyment Initiative/Committee - Adoption of Terms of Reference

2020-251 Councillor Colleen Hanrahan/Councillor Vince Swain

Move to defer discussions on the Terms of Reference because it requires discussion among councillors.

Carried unanimously.

- f. BBBA - Request to increase Town contribution to \$50,000 per year

2020-252 Deputy Mayor Maureen Murphy/Councillor Fraser Paul

Move to defer because the proposed increase for the BBBA is considered within the 2021 draft budget to be adopted later in the agenda.

Carried unanimously.

- g. Route 10- Beachfront property purchase

2020-253 Councillor Fraser Paul/Councillor Vince Swain

Move that the Town Council of Witless Bay sign the deed of conveyance and acquire the beachfront property from Felix Howard at a cost of \$10,000.

Discussion: It was noted the property included a septic system and an artesian well.

Carried unanimously.

- h. East Coast Trail Association - Request for financial assistance for ECTA fundraiser

Councillor Colleen Hanrahan declared a conflict of interest, stating her husband is CEO of the Mental Health Association, and involved with the ECT fundraiser. Councillor Hanrahan left the meeting at 7:48 pm.

2020-254 Councillor Fraser Paul/Councillor Vince Swain

Move to defer until Council can get a live meeting with the East Coast Trail.

Discussion: Councillor Paul reported that Council funded the ECT previously and they said some negative things on social media about the Town.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Dale O’Driscoll, David Ryan, Vince Swain and Fraser Paul.

Against: 0

Abstained: Councillor Colleen Harahan
Carried.

- I. East Coast Trail Association - Request to meet with Council to review Trailhead Signage Project

Council agreed to tie this item into the previous agenda item (h).

Councillor Hanrahan returned to the meeting at 7:50 pm.

- j. Ace Contracting and Ventilation - Quotation for Service

2020-255 Councillor Fraser Paul/Councillor Colleen Hanrahan

Move that the Town Council of Witless Bay accept the October 22, 2020 quotation from A.C.E. Contracting and Ventilation for emergency HVAC upgrades to the Puffin Centre at a cost of \$1,700+ HST.

Carried unanimously.

- k. O'Brien's Trucking - Quotation for excavation at the Town Pit for \$5,680 + HST

2020-256 Councillor Fraser Paul/Deputy Mayor Maureen Murphy

Move that the Town Council of Witless Bay accept the November 9, 2020 quotation from O'Brien's Trucking Ltd. for excavation of the town Pit for \$5,680 + HST provided under standing offer agreed at the June 2020 meeting by Motion 2020-82.

Carried unanimously.

- l. Town of Witless Bay - Application to undertake excavation and installation of a concrete pad for Fire Department Training Ground

Councillor David Ryan declared a conflict of interest because as a member of the fire department, training associated with this development would enhance his certification.

Councillor Ryan left the meeting at 7:55 pm.

2020-257 Councillor Vince Swain/Councillor Fraser Paul

Move that the Town Council of Witless Bay accept the development application from the Town of Witless Bay to undertake excavation and the installation of a concrete pad to enable the development of a training facility for the Witless Bay Fire Department.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, Fraser Paul, and Vince Swain.

Abstained: Councillor David Ryan.

Carried.

Councillor Ryan returned to the meeting at 7:56 pm.

- m. Quotation - Taylor's Janitorial Ltd for cleaning Puffin Centre and Town Hall for \$240/week + HST, ending Dec. 31, 2020 with a follow up review

2020-258 Deputy Mayor Maureen Murphy/Councillor Colleen Hanrahan

Move that the Town Council of Witless Bay accept the November 18, 2020 quotation from Taylor's Janitorial Ltd. for cleaning at the Puffin Centre and Town Hall for \$240/week + HST for an initial period ending on December 31, 2020 with a review to follow.

Carried unanimously.

6. Proclamations/Presentations/Delegations:

- a. Letter of Congratulations - Newfoundland and Labrador Organization of Women Entrepreneurs (NLOWE) Award for business owner in the community

Mayor Derm Moran:

"In recent weeks one of our Town's leading business owners, Debbie Dunne of Alderwood Estates, was awarded the Herbron Economic Impact Award by NLOWE. The programming for residents at Alderwood has shone a bright light our Town and the continued investment by Alderwood is a welcome addition to the Town's business base.

On behalf of the Town Council and residents of Witless Bay, I wish to extend our sincere congratulations to Ms. Dunne and all her staff.

7. Correspondences and Other Business:

- a. Resident - Correspondence requesting the development criteria the Town used to allow development on Ragged Beach

The mayor requested direction from the CAO on this matter. The CAO indicated that he was requesting guidance from Council on a response to the resident. Several councillors indicated that requests for information from the resident in relation to the Ragged Beach development have been consistently on the agenda for the last 2-3 years. They felt that minutes show a record of Council's past responses to the resident. It was stated that the development has been appealed, and that the appeals were in favour of the property owner. The property owners have their permits, and the development is legal.

The CAO was directed to write the resident indicating that in Council's view the matter has been dealt with and that staff has provided the requested information on the development. The resident can access ATIPPA if they wish. Otherwise, Council will not entertain any more requests for information on this development from the resident.

Councillor Colleen Hanrahan indicated that she had attended a training session on municipal planning in recent weeks and found it very informative. She asked whether the Town contemplated a mid-term Plan Review. Councillor Hanrahan was informed by the Town's CAO that the current Plan was dated 2013-2023, however, it was not registered until 2016. He noted that depending on how one viewed it, the town's Plan could be due for a mid-term review in 2021, however, that review is optional.

- b. Pipe Down NL - Correspondence requesting Council support for Resolution on Excessive vehicle noise.

2020-259 Councillor Dale O’Driscoll/Deputy Mayor Maureen Murphy

Move to defer this item until 2021.

Discussion: Councillor Hanrahan noted there are different issues besides vehicular noise, and something of this magnitude needs Council’s discussion.

Carried unanimously.

- c. Proposed information session with the Town and Heritage Newfoundland and Labrador

2020-260 Councillor Colleen Hanrahan/Councillor Vince Swain

Move to defer this item until January 2021.

Carried unanimously.

- d. Irish Loop Post Christmas edition

2020-261 Deputy Mayor Maureen Murphy/Councillor Colleen Hanrahan

Move that the Town Council of Witless Bay place a 1/4 page Christmas advertisement in the Irish Loop Post at a cost of \$207 + HST.

Carried unanimously.

- e. City of St. John’s - Correspondence related to St. John’s Urban Region Regional Plan Amendment 1, 2020 - Rezoning Land for purpose of three townhouses on Queen’s Road - For information purpose.

Discussion: It was noted that the normal process for proposed amendments to the St. John’s Urban Region Regional Plan is to distribute said proposals to all municipalities under the St. John’s Urban Region.

- f. Ken Williams Southern Shore Arena Association - Correspondence related to appreciation for increase to Stabilization Fund and other support - For information purpose.

- g. All-net Municipal Solutions - For information purpose. It was noted that the Town is in the process of assessing the technology and network options required to improve the efficiency of town operations.

- h. Notification of individual’s appeal to ERAB - Services NL’s Removal Order of structure - For information purpose.

8 Committee reports:

Finance:

- a.1. Adoption of Municipal Budget 2021

Councillor Dale O’Driscoll reported that the Town is pleased to announced that there will be no new tax increases in this year’s budget. Although our overall assessed values on commercial and

residential property have dipped somewhat, we have been able to sustain our Own Source Revenue at \$1,227,642.67, just a little below last year's projected Own Source Revenue of \$1,233,702.50.

In 2019, Council was forced to increase residential and commercial mil rates to meet a per capita Own Source Revenue requirement by the Government of Newfoundland and Labrador. This requirement dates back to 2015 with the Community Sustainability Partnership which was intended to provide financial sustainability for smaller municipalities throughout the province, guaranteeing them access to ongoing Municipal Operating grants and access to other resources, including the Federal Gas Tax Fund. For most communities, the Community Sustainability Partnership worked. For a small number of others however, particularly communities on the Northeast Avalon who had experienced considerable growth since 2015, it did not. The Town of Witless Bay was one.

In 2015 the Own Source Revenues for the Town were \$761.91 per capita based on the 2011 population of 1179. By 2016, the population of the Town had increased to 1619 which pushed our per capita Own Source Revenue much lower. To avail of our Municipal Operating Grant and to access vital Gas Tax Funding, last year we had to increase taxation to maintain its per capita Own Source Revenues at, or above, the 2015 rate of \$761.91.

We did not raise taxes because we wanted to spend more. We did not do it because we wanted to. We did it to enable the Town to receive Ministerial approval for our budget and receive the other funding that communities enjoy.

This year, we have managed to bring our Own Source Revenue per capita to \$758.27 - \$3.64 below the 2015 threshold. We cannot bridge this gap unless we do one of two things - raise taxes or ask the Minister for an exemption. We have chosen the latter - residents and businesses of Witless Bay simply cannot afford to pay more in tax than they are already paying, particularly as we face the troubled times ahead due to COVID and economic downturn in 2021.

Tomorrow, the Town Council of Witless Bay will formally request an exemption to the Own Source Revenue per capita formula. We ask the support of residents in this regard - call, write or email your MHA and the Minister of Environment, Climate Change and Municipalities to express your views. Let them know how you feel.

A word on revenues. As noted above, we are projecting \$1,233,702.50 in Own Source Revenues for 2021. To this we can add a further \$276,460 in fees from the sale of goods and services and other revenue. To support our capital and other program activities, we expect a further \$2,775,355.40 in government transfers, grants and subsidies. Finally, to balance our budget this year we are drawing \$164,239.21 for our operating surplus from previous years. Our total revenues for 2021 are projected at \$4,443,697.28.

In expenditures, under General Government, we invested last year in securing the support and leadership of a Chief Administrative Officer. Pat Curran joined the Town in August and is quickly getting up to speed on town activities - he contributed greatly to the budgeting process this fall

and has been active in securing support for Town initiatives. Council is continuing to review the overall staffing structure. Through other savings and reallocations to other items in the budget, we have decreased our expenses for General Government from \$450,263.24 in 2020 to \$434,772.54 in 2021.

The most significant increase in expenditures in 2021 are critical investments for the Witless Bay Fire Department. For the first time we have incorporated all fire department related expenses into a separate budget which we have shared with our regional partners. In 2021 we will focus on several key areas to ensure a sustainable fire department. We will invest in volunteer recruitment and training, we will invest in new equipment, we will invest in new infrastructure.

We will also invest in enhanced leadership within the Fire Department, hiring the region's first full time, paid fire chief. Fire department operations can no longer be managed by our dedicated volunteers - a paid position of Fire Chief is critical to the sustainability of the region's fire department. In 2021, we will invest \$222,344 in fire department operations and close to \$1.0 million over the next 10 years in building a new regional fire hall. We expect our investment in the new fire hall to leverage a further \$20 million from the Provincial Government to support this much needed facility. Also in 2021, we will continue to invest in the Fire Training grounds, building a regional facility that will ensure our firefighters are the best trained they can be, creating a facility that can be used by others on the Avalon. This fall we invested in a new tanker.

Under transportation services, we have increased our budget over 2020 to \$405,000 - we recognize the need to maintain our road infrastructure. We have allocated additional resources within general maintenance. In terms of future planning, we have assigned \$60,000 within our budget, to be used as leverage against Federal, Provincial and other programs, to complete an Asset Management Plan and to support development planning around the Town's newly acquired beachfront property near the former Need's Store and as well, a potential historic homes initiative. As well, in 2021 we will undertake an extensive project along Harbour Road to address coastal erosion. Again, we have already leveraged close to \$300K in Federal and Provincial support for this much needed project.

In October the Town received a one-time contribution of Safe Restart funding provided by government to help communities adjust to the new reality of COVID-19. Council will move to create a Safe Restart Operating Fund out of these resources and will apply COVID related expenses to that Fund in 2021 and beyond. Regional organizations, such as the Arena and the BBBA have been heavily impacted by COVID-19. This Fund has already enabled Council to increase its annual Stabilization grant to the Ken Williams Southern Shore Arena by \$3,500 to \$10,000 for the current year and we intend to do the same in 2021 from the current \$37,000.

All of these investments will help the long term sustainability of the Town. Our total projected expenditure in 2021 is \$4,443,697.28.

2020-262 Councillor Dale O'Driscoll/Deputy Mayor Maureen Murphy
Move to adopt the Municipal Budget 2021.

Carried unanimously.

a.2. Motion on Exemption from Own Source Revenue Per Capita Criteria

2020-263 Councillor Dale O’Driscoll/Councillor Fraser Paul

Move that the Town Council of Witless Bay write the Minister of Environment, Climate Change and Municipalities, the Honourable Derek Bennett, requesting an exemption to the Own Source Per Capita requirements for 2021.

Carried unanimously.

b. Adoption of 2021 Tax Structure, Rates & Fees

2020-264 Councillor Dale O’Driscoll/Councillor David Ryan

As noted in earlier remarks on the budget, we have not increased taxes for the coming year. We acknowledge the representations made by some businesses requesting a reduction in their mil rate, however, given the need to maintain our Own Source Revenues as close as possible to the 2015 per capita amount, we simply could not do so.

The one change in the current tax structure is to extend the B&B/Efficiency unit rate of 5 mils under business tax to other Tourism Businesses Operating seasonally. This is a recognition we believe that of all sectors operating within the Town, the tourism sector has perhaps been hardest hit by the COVID-19 Pandemic.

There are no other changes to the fee structure from last year with the exception of an increase in the fire protection fee from \$90/household in 2020 to \$180/household in 2021. This increased fee will help ensure the sustainability of the regional fire department as highlighted in my earlier remarks.

I move for the adoption of the 2020 Tax Structure, Rates and Fees for the Town of Witless Bay.

Carried unanimously.

c. Staff Bonuses

2020-265 Deputy Mayor Maureen Murphy/Councillor Colleen Hanrahan

Move that the Town of Witless Bay approve staff bonuses.

Carried unanimously.

d. Town Office Christmas hours

2020-266 Deputy Mayor Maureen Murphy/Councillor Vince Swain

Move that the Town Office close at noon on Thursday, December 24th and reopen at 8:30 am on Monday, January 4, 2021.

Carried unanimously.

e. Approval of 2020 honoraria for Witless Bay Fire Department

Councillor David Ryan declared a conflict of interest because he is a member of the fire department, and left the meeting at 8:37 pm.

2020-267 Councillor Vince Swain/Councillor Fraser Paul

Move that the Town Council of Witless Bay approve honoraria to the members of Witless Bay Fire Department.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, Fraser Paul and Vince Swain.

Against: 0

Abstained: Councillor David Ryan

Carried.

Councillor Ryan returned to the meeting at 8:38 pm.

f. Approval of Cheque Disbursement Chart

Council agreed to remove Paul Boundridge's invoice from the Chart, to address separately, leaving the Chart total at \$100,598.85.

2020-268 Councillor Dale O'Driscoll/Deputy Mayor Maureen Murphy

Move to approve cheque disbursement chart for total amount of \$100,598.85.

Carried unanimously.

Councillor David Ryan noted that on page 2, the chart included a firefighter's honoraria so he would need to step out because he is in a conflict of interest. Council agreed to rescind motion #2020-265.

2020-269 Councillor Dale O'Driscoll/Deputy Mayor Maureen Murphy

Move to rescind the previous motion, #2020-265 to approve the cheque disbursement chart.

Carried unanimously.

Mayor Moran noted they will now approve the payable chart.

Councillor David Ryan declared a conflict of interest because he is a member of the fire department and left the meeting at 8:37 pm.

2020-270 Councillor Dale O'Driscoll/Councillor Fraser Paul

Move to approve the cheque disbursement chart.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, Fraser Paul and Vince Swain.

Against: 0

Abstained: Councillor David Ryan

Carried.

Councillor Ryan returned to the meeting at 8:38 pm.

Invoice for Paul Boundridge for \$1,642.20

Councillor Fraser Paul declared a conflict of interest, stating he has a live application, and left the meeting at 8:39 pm.

2020-271 Councillor Dale O’Driscoll/Councillor Vince Swain

Move to approve payment of invoice for Paul Boundridge for \$1,642.20.

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Handrahan, Dale O’Driscoll, David Ryan and Vince Swain.

Against: 0

Abstained: Councillor Fraser Paul

Carried.

Councillor Paul returned to the meeting at 8:40.

- g. Cash Flow Analysis – For information purpose.

Invoices separated for individual approvals:

- h. Invoice: The Business Post for Zoning Amendments #4 (47-115 Dean’s Road) - \$170.78

Councillor Fraser Paul declared a conflict of interest, stating he has a live application, and left the meeting at 8:40 pm

2020-272 Councillor Dale O’Driscoll/Councillor Vince Swain

Move that the Town Council of Witless Bay approve payment of \$170.78 to the Business Post for advertisement of Zoning Amendment #4 (47-115 Dean’s Road).

For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Handrahan, Dale O’Driscoll, David Ryan and Vince Swain.

Against: 0

Abstained: Councillor Fraser Paul

Carried.

Councillor Paul returned to the meeting at 8:41 pm.

- i. Invoice for \$150.08: The Business Post - advertising related to town appeals

Deputy Mayor Maureen Murphy declared a conflict of interest, stating her brother has land in this area. Deputy Mayor Murphy left the meeting at 8:41 pm.

2020-273 Councillor Dale O’Driscoll/Councillor Vince Swain

Move that the Town Council of Witless Bay approve payment of \$150.08 to the Business Post for advertising related to town appeals.

For: Mayor Derm Moran, Councillors Colleen Hanrahan, Dale O’Driscoll, David Ryan, Fraser Paul and Vince Swain.

Against: 0
Abstained: Deputy Mayor Maureen Murphy.
Carried.

Deputy Mayor Murphy returned to the meeting at 8:42 pm.

- j. Invoice for \$316.25: Stewart McKelvey - Statutory Appeal Bill of Costs

2020-274 Move that the Town Council of Witless Bay approve payment of \$316.25 for Stewart McKelvey for Statutory Appeal Bill of Costs.
Carried unanimously.

- k. Invoice for \$170.20: Stewart McKelvey - Municipal By-election's opposing counsel costs

2020-275 Councillor Dale O'Driscoll/Councillor Fraser Paul
Move that the Town Council of Witless Bay approve payment of \$170.20 to Stewart McKelvey for Municipal By-election's opposing counsel costs.
Carried unanimously.

- l. Invoice for \$172.50: Geo-Matics Services Ltd. - amendment map for FLU Amendment #5

Councillor Fraser Paul declared a conflict of interest, stating he has a live application, and left the meeting at 8:44 pm.

2020-276 Councillor Dale O'Driscoll/Deputy Mayor Maureen Murphy
Move that the Town Council of Witless Bay approve payment of \$172.50 to Geo-Matics Services Ltd. for amendment map for FLU Amendment.
For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Handrahan, Dale O'Driscoll, David Ryan and Vince Swain.
Against: 0
Abstained: Councillor Fraser Paul
Carried.

Councillor Paul returned to the meeting at 8:45 pm.

- m. Travel Claim related to MNL Budget Training session: Colleen Hanrahan for \$57.65

Councillor Hanrahan declared a conflict of interest because the Travel Claim is for her, and left the meeting at 8:45 pm.

2020-277 Councillor Dale O'Driscoll/Councillor Vince Swain
Move that the Town Council of Witless Bay approve payment of \$57.65 for travel claim related to MNL Budget Training session for Councillor Colleen Hanrahan.
For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Dale O'Driscoll, David Ryan, Fraser Paul and Vince Swain.

Against: 0
Abstained: Councillor Colleen Hanrahan
Carried.

Councillor Hanrahan returned to the meeting at 8:46 pm.

- n. Invoice for \$9,775.00: M and V Construction Ltd.

Councillor Vince Swain declared a conflict of interest, stating he is a company shareholder. Councillor Fraser Paul declared a conflict of interest, stating M and V Construction Ltd. is involved in a project he is starting. Councillors Swain and Paul left the meeting at 8:46 pm.

2020-278 Councillor Dale O'Driscoll/Councillor David Ryan
Move to pay the invoice for M & V Construction Ltd. In the amount of \$9,775.00.
For: Mayor Derm Moran, Deputy Mayor Maureen Murphy, Councillors Colleen Hanrahan, Dale O'Driscoll, and David Ryan.
Abstained: Councillors Vince Swain and Fraser Paul
Carried.

Councillors Swain and Paul returned to the meeting at 8:47 pm.

Public Works & Infrastructure:

- a. Lands Office, Eastern - Crown Land - referral application received by Eastern Office for land to be used for a vegetable garden on 43 Country Path Drive

2020-279 Councillor Vince Swain/Councillor Fraser Paul
Move that the Crown Land referral application for land to be used for a vegetable garden on 43 Country Path Drive be approved subject to approval from Crown Land and any other government agencies.
Carried unanimously.

- b. Application to sell fireworks on 367 Southern Shore Highway

2020-280 Councillor Fraser Paul/Councillor Vince Swain
Move that the Town Council of Witless Bay approve business occupancy permit at 367 Southern Shore Highway.
Carried unanimously.

- c. COVID-19 Stimulus Program - approval for Town to submit application and commit resources toward project

2020-281 Deputy Mayor Maureen Murphy/Councillor Colleen Handrahan
Move that the Town Council of Witless Bay apply for funding under the COVID-19 Stimulus Program and that it allocate \$15,000 in 2021 to cover its share of the project.

Carried unanimously.

Fire Department:

a. Monthly Report:

Councillor David Ryan reported that work is started on the training ground (excavation), washroom renovation project is near completion, COVID-Stimulus application submitted which will include upgrades to the Municipal Depot and Fire Hall, painting Municipal building and Fire Hall, Feasibility Report for the new Fire Hall is complete, and meeting with Council and Fire Department heads to review and discuss budget for 2020.

Recreation:

- a. BBBA - Board of Directors Meeting Minutes of Nov. 17, 2020 - For information purpose.
- b. BBBA - Monthly update and Financial Reports - For information purpose.

Heritage:

a. Monthly Report/Update:

Councillor Colleen Hanrahan gave a brief report on the status of the activities Heritage Committee. The Committee members have been busy. Some members and Pat Curran met with representatives Heritage NL to discuss possible heritage projects. Materials have been purchased to replace some fencing around the old graveyard, next spring. Planning for a historic homes plaquing project is underway to celebrate the history of our town, and promote tourism. Work is nearing completion on the book that should be going to the printers in the new year.

Using an excerpt from the book, Councillor Hanrahan provided three possible explanations for the origin of the name of Witless Bay. The book will be available for the 2021 Come Home Year celebrations.

Deputy Mayor Murphy provide further details of the Stimulus Application noting that the Program can offer up to \$150,000 toward refurbishment of existing facilities on a 90/10 basis. The deadline has been met and the proposed activities include those previously considered under the Special Assistance Grant application, along with interior refurbishment of Town Offices and Fire Hall, including painting, new lighting, plastering, etc. Additional activities to include installation of washrooms at the Municipal Depot and off of Storage Room at the Puffin Centre, and paving of Municipal Depot driveway.

9. Adjournment

2020-282 Councillor Fraser Paul/Councillor Vince Swain
Move to adjourn the public meeting at 9:06 pm
Carried unanimously.

