

Public Meeting of Witless Bay Council

November 9, 2021

Attending:

Mayor Trevor Croft  
Deputy Mayor Lorna Yard  
Councilor Nancy Burke  
Councilor Gerard Dunne  
Councilor Ralph Carey  
Councilor Jacob Hayden  
Councilor Alex Troake

Barb Harrigan, Acting Clerk for the meeting

1. Mayor Croft called the meeting to order at 7:30 pm.
2. **2021-355** Councilor Ralph Carey/Deputy Mayor Lorna Yard  
Move that Council appoint Barb Harrigan as acting clerk for meeting.  
Carried unanimously.

3. Adoption of Agenda of November 9, 2021

**2021-356** Councilor Jacob Hayden/Councilor Gerard Dunne  
Move that Council adopt the Agenda of November 9, 2021.  
Carried unanimously.

4. Adoption of Minutes of Meeting of October 19, 2021

**2021-357** Councilor Gerard Dunne/Councilor Ralph Carey  
Move that Council adopt the Minutes of Meeting of October 19, 2021  
Carried unanimously.

5. Remembrance Day – Recognition and Moment of Silence

Councillor Alex Troake reported that there will be a Remembrance Day Ceremony at the Witless Bay Cemetery on November 11, 2021 at 11:00 a.m. There will also be a Ceremony in Bay Bulls on that day at the same time.

6. Business Arising from Minutes:

- a. 63-65 Dunn's Lane – Application to build single family dwelling.

**2021-358** Councilor Ralph Carey/Deputy Mayor Lorna Yard  
Move that Council defer the application to build a single family dwelling on 63-65 Dunn's Lane pending a detailed report from the Town Planner.  
Carried unanimously.

- b. Lot #7, O'Brien's Road – Application to build single family dwelling

**2021-359** Councilor Jacob Hayden/Councilor Ralph Carey

Move that Council defer the application to build a single family dwelling on Lot #7, O'Brien's Road pending a detailed report from the Town Planner.

Carried unanimously.

- c. 440 Southern Shore Highway – Application to build single family dwelling and garage

**2021-360** Councilor Ralph Carey/Councilor Nancy Burke

Move that Council defer the application to build a single family dwelling and garage on 440 Southern Shore Highway pending a detailed report from the Town Planner.

Carried unanimously.

- d. Portion of 47-115 Dean's Road – Application to grub off Lots A, B and C

Councilor Gerard Dunne declared a conflict of interest because his brother is a developer. Councilor Dunne left the meeting at 7:35 p.m.

**2021-361** Councilor Jacob Hayden/Deputy Mayor Lorna Yard

Move that Council defer the application to grub off Lots A, B and C on 47-115 pending an approval from town engineer.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Gerard Dunne returned to the meeting at 7:36 p.m.

- e. Motion to rescind Motion # 2021-256, July 27, 2021 Public Meeting and Motion #2021-256, August 17, 2021 Public Meeting

**Motion #1:**

**2021-362** Councilor Ralph Carey/Deputy Mayor Lorna Yard

Move that Council rescind motion #**2021-256** – a motion “moved by Councilor Fraser Paul, seconded by Councilor Vince Swain, that Council rescind Motion **2021-233** – a motion to provide conditional approval for a single family dwelling at 215-217 Gallows Cove Road” (which was listed as Item 5(k) on the Agenda for public meeting of July 27, 2021).

Carried unanimous

**Motion #2:****2021-363** Councilor Ralph Carey/Deputy Mayor Lorna Yard

Move that Council rescind Motion **2021-256** – a motion “moved by Councilor Paul, seconded by Councilor Swain, to deny the application” to build a single family dwelling at 215-217 Gallows Cove Road (which was listed as Item 5(i) on the Agenda for public meeting of August 17, 2021).

Carried unanimously.

- f. 215-217 Gallows Cove Road – Application to build single family dwelling

**2021-364** Councilor Jacob Hayden/Councilor Ralph Carey

Move that Council approve application to build single family dwelling on 215-217 Gallows Cove Road subject to approval from Services NL and any other government agencies having jurisdiction. The applicant met his two conditions.

Discussion: Councilor Jacob Hayden added that they met with the Town Planner who clarified why he suggested that Council could approve the application. The Planner's Report stated that the *"subject property is in an older area of Town where houses tend to be set back a greater distance from the front lot line than is specified in the current Residential Zone requirements. The proposed consolidated building lot is capable of meeting the current requirements of the Residential Zone for lot area and lot frontage provided Council is prepared to exercise its discretionary authority in accordance Municipal Plan Policy 3.1.1.9 (Infill Development) and with Regulation 10 (Discretionary Powers of Authority) with regard to allowing the proposed lot to be developed with a Building Line of 100 meters as requested. It is recommended that Council approve the application for development of a residential building lot subject to compliance with municipal requirements)."*

Carried unanimously.

- g. Rescind Motion #2020-057 to demolish barn on 41 Dunn's Lane

Councilor Gerard Dunne declared a conflict of interest because the property, 41 Dunn's Lane belongs to his son. Councilor Dunne left the meeting at 7:41 p.m.

**2021-365** Deputy Mayor Lorna Yard/Councilor Ralph Carey

Move that Council rescind motion 2020-057.

Discussion: Deputy Mayor Lorna Yard noted they reviewed the Engineer Report and Town Planner provided a recommendation for approval.

Councilor Ralph Carey added that the Eastern Regional Appeal Board directed Council to rescind the decision of previous Council, and noted this happens when councils make bad decisions. For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Councilor Dunne returned to the meeting at 7:42 p.m.

- h. Motion to hire a representative for Town Appeal – 32 Dunn's Lane

Councilor Gerard Dunne and Councilor Ralph Carey declared a conflict of interest because the appeal relates to both Councilors Dunne and Carey. Councilors Dunne and Carey left the meeting at 7:42 p.m.

**2021-366** Councilor Nancy Burke/Councilor Alex Troake

Move that Council hire a representative for Town Appeal for 32 Dunn's Lane.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne and Councilor Ralph Carey.

Motion carried.

Councilors Dunne and Carey returned to the meeting at 7:43 p.m.

7. New Business:

a. Notice of Motion – Amendment of the Town’s Policies and Procedures to add Social Media

This is to notify Council and the public that at next month’s meeting, I will be making a motion to amend the Town of Witless Bay Policies and Procedures Manual to include a Social Media Policy and Procedures.

Councilor Burke reported that in today’s world Social Media has become a commonly used platform for sharing information, promoting events, advertising, networking, collaboration, communication, and so much more. The Town of Witless Bay is committed to keeping our residents informed about town business and community events. We always welcome your feedback and suggestions.

While it is easy and convenient to have this platform in use, it is also necessary to have Procedures and Policies in place for Town Employees and Elected Officials. This allows us to ensure a standard for communication, and a level of professionalism, consistency, transparency and accountability in our Social Media communications.

While I am on the topic, although this does not require a motion, I would like to make people know that tonight we will be adding some “Terms of Use” to our Facebook page, which will also be applicable to any and all other Social Media platforms that we decide to utilize as we move forward.

We must also have Guidelines for Terms of Use in place for Town Employees, or Elected Officials and for the public or the followers. Again, these will clearly outline our standards for communication on our Social Media platforms. The Town of Witless Bay is committed to providing a safe and respectful work environment for Town Employees and Elected Officials as outlined in the Respectful Workplace Policies and Procedures.

b. Appointment of Financial and Administrative Assistant

**2021-367** Councilor Alex Troake/Councilor Gerard Dunne

Move that Council hire Cassie O’Rielly as Financial and Administrative Assistant.

Carried unanimously.

c. Municipal Come Home Year Celebration Grant 2022 Application

Councilor Jacob Hayden reported that the Hon. Dr. Andrew Furey announced that there will be funding in the amount of \$250,000 that can be applied for Come Home Year Celebrations 2022. The Town will be applying for this funding grant.

8. Correspondence:

a. Municipal Assessment Agency – Avalon Regional Director

Mayor Croft announced that the Town received a ballot for the position of Avalon Director for the Municipal Assessment Agency's Board of Directors.

- b. Mobile Central High School – Request for donation from Town and Fire Dept. for Scholarship Fund

The Town and the Witless Bay Volunteer Fire Department will be contributing to the Mobile Central High School Scholarship Fund as in previous years.

- c. BBBA – Minutes of Meeting of November 2, 2021 – Information only.  
Councillor Burke reported that she is the Town's representative on the BBBA.
- d. BBBA – Monthly Update – Information Only
- e. BBBA – Letter requesting contribution to Operating Grant

Councillor Alex Troake reported that there was a letter from the BBBA requesting the contribution of \$50,000 for the annual operational grant, and noted that this is a part of the budgetary process for 2022.

- f. Kinsmen Club – Requesting contribution for annual Santa Claus Parade

**2021-368** Councillor Alex Troake/Councillor Gerard Dunne

Move that Council approve the request from the Kinsmen Club for contribution of \$500 towards the Santa Claus Parade.

Discussion: Councillor Jacob Hayden noted that the Kinsmen Club met all the requirements of the Group Ratification.

Carried unanimously.

- g. Request to rescind Motion #s 2018-222, 2020-019, 2020-052 and 2021-267

Motion to rescind Motion #2018-222

Councillor Gerard Dunne declared a conflict of interest because the company he works for priced work in the area. Councillor Dunne left the meeting at 7:54.

Councillor Ralph Carey reported that correspondence was received from a resident requesting Council to rescind motion 2018-222. Motion 2018-222 states:

*“Move that Council rescind motion 2018-222 – a motion made by Councillor Lucy Carew and seconded by Councillor Fraser Paul, at the public meeting of September 11, 2018, that Council adopt the revised Town of Witless Bay Engineer Design Standards relating to Notice of Motion made at the June 12, 2018 public meeting as amended to read: Town of Witless Bay Engineering Subdivision Design Standards. All other road standards within the Town of Witless Bay including all public Right-of-Ways shall be at the discretion of Council. Dated September 2018.”*

Councilor Carey also noted that previous to this motion, Councilor Lucy Carew made another motion at the June 12, 2018 public meeting under 7 c) which stated:

*“Witless Bay Engineering Design Road Standards – Councillor Lucy Carew reported that at the June 12, 2018 meeting, Council made a Notice of Motion to make amendments to the Town of Witless Bay Engineering Design Standards. The amendment is to add the word ‘Sub-divison,’ and, the amendment is to add ‘all other road standards within the Town of Witless Bay including all public Rights-of-Ways shall be at the discretion of Council.’ The amendment is to add September 2018 as our amendment date.”*

Council Carey stated that this gives tremendous power to a council to use discretion, where we talk about roads and engineering standards, we are talking about safety first.

**2021-369** Councilor Ralph Carey/Deputy Mayor Lorna Yard  
Move to rescind Motion #2018-222.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Motion to rescind Motion#2020-019

**2021-370** Councilor Ralph Carey/Deputy Mayor Lorna Yard

Move that Council defer request to rescind Motion #2020-019 to provide councilors time to review Commissioner Thistle’s Report in order to make an informed decision.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried

Motion to rescind Motion #2020-052

**2021-371** Councilor Ralph Carey/Deputy Mayor Lorna Yard

Move that Council defer request to rescind Motion #2020-052 to provide councilors time to review the Thistle Report.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Motion to rescind Motion #2021-267

Councilor Ralph Carey reported that this a motion moved by Fraser Paul and seconded by Vince Swain regarding a septic system on Mullowney’s Lane on August 27, 2021. This application was to consult with Service NL related to a septic system. Council encourages all applicants for development to consult with Service NL before submitting a development application to the Town. Applicants don’t need approval from the Town to consult. Council does require a

development application to be completed in full before approving development application and forwarding to Service NL.

**2021-372** Councillor Ralph Carey/Deputy Mayor Lorna Yard

Move that Council rescind Motion 2021-267 – a motion “moved by Councillor Paul, seconded by Councillor Swain, to support and refer back to Service NL for final system approval”, regarding septic system application, Mullooney’s Lane (which was listed as Agenda item 8.d.3, public meeting of August 17, 2021).

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councillor Nancy Burke, Councillor Ralph Carey, Councillor Jacob Hayden, and Councillor Alex Troake.

Abstained: Councillor Gerard Dunne.

Motion carried.

Councillor Gerard Dunne returned to the meeting at 8:09 p.m.

9. Public Works and Infrastructure:

- a. 76B Harbour Road – Application to overhaul wharf at back of plant and put cribbing back in place

**2021-373** Councillor Jacob Hayden/Councillor Gerard Dunne

Move to approve application to overhaul wharf at back of plant subject to approval from appropriate government agencies.

Carried unanimously.

- b. 10-30 Southern Shore Highway – Roadside Vendor selling local crafts

**2021-374** Councillor Ralph Carey/Deputy Mayor Lorna Yard

Move that Council defer until the next public meeting to allow Council to get information from Planner to the applicant.

Carried unanimously.

- c. 220 Dean’s Road – Application to build a deck

**2021-375** Councillor Ralph Carey/Councillor Gerard Dunne

Move that council approve application to build a deck on 220 Dean’s Road

Carried unanimously.

- d. 41 Dunn’s Lane – Application to refurbish barn

Councillor Gerard Dunne declared a conflict of interest on this application because it is his son’s application. Councillor Dunne left the meeting at 8:05 p.m.

**2021-376** Councillor Jacob Hayden/Deputy Mayor Lorna Yard

Move that Council approve application to refurbish barn on 41 Dunn’s Lane because the applicant succeeded in the appeal.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councillor Nancy Burke, Councillor Ralph Carey, Councillor Jacob Hayden, and Councillor Alex Troake.

Abstained: Councilor Gerard Dunne.  
Motion carried.

Councilor Dunne returned to the meeting at 8:06 p.m.

- e. 214 Dean's Road – Application to build a garage/shed

**2021-377** Councilor Ralph Carey/Councilor Jacob Hayden  
Move that Council approve application to build a garage/shed on 214 Dean's Road subject to regulations for garages/sheds.  
Carried unanimously.

- f. 28 New Line Road – Application to build a single family dwelling

**2021-378** Councilor Ralph Carey/Councilor Jacob Hayden  
Move that Council defer application to build a single family dwelling in 28 New Line Road pending a report from the Planner.  
Carried unanimously.

- g. 46-64 Dunn's Lane – Application to build a single family dwelling

Councilor Gerard Dunne declared a conflict of interest because the application is for his sister.  
Councilor Dunne left the meeting at 8:08 p.m.

**2021-379** Councilor Jacob Hayden/Councilor Ralph Carey  
Move that Council approve in principle the application to build a single family dwelling on 46-64 Dunn's Lane with authority under Regulation 11, Notice of Variance, subject to the Town's Development Regulations and approval from Service NL and any other government agencies having jurisdiction.  
For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.  
Abstained: Councilor Gerard Dunne.  
Motion carried.

Councilor Dunne returned to the meeting at 8:09 p.m.

- h. Clean Harbours Initiative – Quote

**2021-380** Councilor Jacob Hayden/Deputy Mayor Lorna Yard  
Move that Council accept the Clean Harbours Initiative quote for \$2,499.65.  
Carried unanimously.

- i. Award tender for Snow Clearing Fall 2021 – Spring 2023 (Option to renew by Council)

Councilor Gerard Dunne declared a conflict of interest because his brother's company is bidding on the tender. Councilor Dunne left the meeting at 8:12 p.m.

**2021-381** Councilor Ralph Carey/Councilor Jacob Hayden

Move that Council accept quote from O'Brien's Contracting (lump sum payment) for \$238,949, taxes included.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Councilor Dunne returned to the meeting at 8:14 p.m.

- j. Award tender for Salt & Sand (if required)

Council determined a tender is not required since salt and sand are included in the lump sum in the snow clearing contract.

- k. Call for quotes for roadwork/ditching/cleaning, etc.

Councilor Gerard Dunne declared a conflict of interest because he works for the company who will be bidding on this work. Councilor Dunne left the meeting at 8:15 p.m.

**2021-382** Councilor Ralph Carey/Councilor Jacob Hayden

Move that Council prepare invited tender for roadwork/ditching/cleaning, etc. and forward tender to the taxpaying companies in the Town.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Councilor Dunne returned to the meeting at 8:17 p.m.

10. Fire Department:

- a. Recognition of departing Fire Dept. member

The Town of Witless Bay extends its congratulations and deep appreciation to Fabian St. Croix on his recent retirement from the Witless Bay Volunteer Fire Department. Fabian dedicated 24 years of service to the Town which is a remarkable achievement and record of service. During his tenure as Fire Chief the department made great strides to achieving the success and growth they can be proud of today. We wish him and his family all the best.

- b. Update on new Fire Hall – Meeting with representative from the Dept. of Municipal Infrastructure

Deputy Mayor Lorna Yard reported that Council had a meeting with the Municipal Infrastructure regarding an application made by the previous council. While the application is not approved, they are working on moving it forward.

- c. Update on Town Depot that houses fire trucks – Information purpose.

Deputy Mayor Lorna Yard noted there were some issues such as lighting, mold, etc. The intention is to upgrade the depot to acceptable standards. The Town received COVID funds for this and some things have been repaired.

- d. Recruitment of Volunteer Fire Fighters – Motion to place a full page ad in the Shoreline to help encourage awareness and recruitment.

## 11. Heritage:

- a. Heritage Committee Report

Councillor Haydens Report:

### 1. **Book**

Our book about Witless Bay was a project we began about 16 years ago starting with interviews of community residents. Some of the residents have passed since their interviews. The book captures memories and events of the community.

The book is now ready for sale and we are having a book launch on November 20, 2021. Books will be for sale at the book launch and on November 27, 2021 from 2:00 – 5:00 both days at the Puffin Center. The Mayor, Deputy Mayor and all council members are invited to attend,

### 2. **Maintenance of the Old Cemetery**

Materials for the new fencing around the cemetery were purchased in the spring as the prices began to rise. The former Town Council agreed to provide the labor for the project. Maintenance staff have advised the Heritage Committee that they now have time available to work on installing the new fencing.

### 3. **November 11 event at Holy Cross Cemetery**

Laying Canadian flags on the graves of war veterans who are resting in the Holy Cross Cemetery is an event sponsored by the Heritage Committee. It is an event that has been well attended and become a tradition in the Town. It will proceed this year at the usual time, the eleventh day, of the eleventh month, at the eleventh hour – November 11 at 11:00 p.m.

### 4. **Plaquing Project**

The Heritage Committee started plaquing project in 2020. It relies on information contained in an inventory compiled in 2011 of 74 homes that were built before 1930. Some of the houses have since been demolished. Last summer, information about the plaquing project was mailed to the people who were listed on the Town's tax rolls as owners of the remaining houses. If they were interested in a plaque, they were asked to contact the Heritage Committee.

Members of the Heritage Committee compile information about the house and order the plaques. Homeowners pay for the plaques. The Heritage Committee is working on posting

information about the Historic Homes Project on its Facebook page. So far, there have been twenty owners of these properties who have expressed interest in participating.

Further, the plaguing project has extended beyond historic homes. With the property owner's agreement, the barking kettle on Harbour Road is the site of a plague explaining its use to the fishermen of the Town. Our plans are creating plagues to celebrate people who have made contributions to the community. Keep your eyes open for more plagues around the community.

#### 5. **Protecting historic assets – the railbed and trestle**

The Heritage Committee made a request to the previous Council to protect the railbed and trestle for use by the residents of the Town. We are anxious to discuss this with our new Council.

#### 6. **Call for New Members**

Throughout the pandemic, the Heritage Committee has been very busy. As with any committee we recognize the need for new ideas. We would welcome new members. If anyone is interested in participating, please contact one of the members of the Heritage Committee.

#### 12. Payable Charts:

##### a. Town expenses

**2021-383** Councilor Alex Troake/Councilor Ralph Carey

Move that Council approve the payable chart for Town expenses for \$17,752.35.

Carried unanimously.

##### b. Town Planner invoice – Monthly retainer

**2021-384** Councilor Alex Troake/Councilor Ralph Carey

Move that Council pay the Town Planner for \$575.00.

Carried unanimously.

##### c. Stewart McKelvey invoice – Eastern Regional Appeal Board

Councilor Gerard Dunne declared a conflict of interest because his son is listed in the Appeal. Councilor Dunne left the meeting at 8:26 p.m.

**2021-385** Councilor Alex Troake/Councilor Ralph Carey

Move that Council pay Stewart McKelvey for legal fees in the amount of \$6,324.02.

Discussion: Deputy Mayor Lorna Yard asked if Council should be concerned with this. Councilor Hayden responded that Council can look into it, but Council was responsible for paying the invoices. Councilor Ralph Carey noted that as Council begins preparations for the 2022 budget, we can identify ways to reduce legal costs but still get the service we need.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Councilor Gerard Dunne returned to the meeting at 8:28 p.m.

- d. LW Consulting invoices – Management Services, Negotiating Collective Agreement, Recruitment for Administrative Assistant

**2021-386** Councilor Alex Troake/Councilor Jacob Hayden

Move that Council pay LW Consulting \$23,211.79.

Carried unanimously.

- e. Reimbursement of appeal money paid by resident

Councilor Gerard Dunne declared a conflict of interest because the reimbursement relates to his son. Councilor Dunne left the meeting at 8:32 p.m.

**2021-387** Councilor Alex Troake/Councilor Jacob Hayden

Move that Council reimburse the appellant for the original appeal cost that he won.

Discussion: Councilor Jacob Hayden noted that the Appeal Board directed the Town to reimburse the appellant.

Councilor Ralph Carey added that when a Town does not make good decisions and loses an appeal, the Town is required to pay the appellant back for the appeal cost.

For: Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councilor Nancy Burke, Councilor Ralph Carey, Councilor Jacob Hayden, and Councilor Alex Troake.

Abstained: Councilor Gerard Dunne.

Motion carried.

Councilor Dunne returned to the meeting at 8:34 p.m.

- f. Fire Dept. expenses

**2021-388** Councilor Alex Troake/Deputy Mayor Lorna Yard

Move that Council pay the Fire Department expenses in the amount of \$9,217.48.

Carried unanimous.

### 13. Other Business:

- a. Animal Control

Councilor Hayden's report:

**414.** (2) A council may make regulations

(g) prohibiting, restricting and controlling the running at large of dogs and other animals and restricting and controlling the keeping of dogs and other animals;

- (h) providing for the seizure and impounding of animals found at large or kept contrary to regulations;
- (i) prescribing fees for the impounding of dogs and other animals;
- (j) providing for the sale, seizure, destruction and disposal of diseased and impounded dogs and other animals not claimed and for which a fee is not paid in the time established by regulations;
- (k) providing for the licensing and registration of dogs within the municipality and the renewal of licences and the period of validity of the licences;
- (l) prescribing the form of dog licences and licence tags to be issued with the licences;
- (m) prescribing the fees to be paid for dog licences and licence tags;
- (n) providing for the appointment of dog licensing officers in the municipality;
- (o) prescribing remuneration to be paid to licensing officers for licensing dogs and collecting and forwarding the fees to the municipality and providing for the payment to licensing officers of the cost to them of remitting the fees in addition to remuneration;
- (p) respecting the number of dogs which a person may keep in a municipality;
- (q) prescribing fines for the non-compliance or contravention of regulations made under this section;

b. First annual Halloween event – Special thank you.

The Town would like to extend its thanks to the 50+ Club as well as the Witless Bay Volunteer Fire Department for their participation in our first annual Halloween event at the Puffin Centre. Although we didn't have a lot of time to prepare, the event was well received by families and children of the Town and we look forward to building on this success for a bigger event next year. We would also like to pass along our thanks to Jeannine Winkle and Ian Jones for participating as the Headless Horseman and Company which made the evening extra special for our trick or treaters.

14. Next Public Meeting will be held on December 14, 2021 @ 7:30 p.m.

15. Adjournment

**2021-389** Councilor Ralph Carey/Councilor Jacob Hayden  
Move that the meeting adjourn at 8:42 pm.  
Carried unanimously.