

Public Meeting of Witless Bay Town Council
January 7, 2014

Attending: Mayor Sébastien Després, Tommy Crocker, René Estrada, Ralph Carey, Dena Wiseman
Absent: Kevin Smart
Recording: Geraldine Caul

1. The meeting was called to order at 7:30 p.m. by Mayor Sébastien Després.
2. **2014-001** - Dena Wiseman/René Estrada
Be it resolved Council adopt the January 7, 2014 Agenda.
Motion carried unanimously.
3. Sébastien called for a motion to adopt the Minutes of December 10 meeting, asking if there were any errors or omissions.
Deletion: Page 6, remove the discussion section of motion 2013-258.
Correction: Page 7, motion 2013-263 was made by Jeff Swain/Tommy Crocker.
2014-002 - Tommy Crocker/Ralph Carey
Be it resolved Council adopt the December 10, 2013 meeting as amended to delete the discussion portion of motion 2013-258, and on page 6, correcting a name in motion 2013-263.
Motion carried unanimously.
4. Business Arising:
 - a) Documentation storage & management & records protection solutions. Sébastien explained that Council had decided at a previous meeting to get the Cloud, but did not make a decision on the package or machine option.
2014-003 - Dena Wiseman/Ralph Carey
Be it resolved Council select the Professional Service Package, PS1 at the cost of \$1,250.00.
Motion carried unanimously
2014-004 - Ralph Carey/Tommy Crocker
Be it resolved Council select the Option 1, Black and White Multifunction printer at the cost of \$254.11 per quarter.
Motion carried unanimously.
 - b) Changing frequency of meetings -
2014-005 - Dena Wiseman/René Estrada
Be it resolved Council change the schedule for public meetings to the 2nd Tuesday of each month.
Motion carried unanimously.
 - c) Outside Development Officer - It was confirmed that Witless Bay and Bay Bulls were interested in proceeding with the proposal, but nothing was confirmed with Petty Harbour. Geraldine was asked to contact Municipal Affairs to see if the proposal's cost falls under any tendering act, or whether it would require a call for three quotes. It was noted also that the company/individual winning the bid would be responsible for facilitating the meeting.

5. General Business:

- a) By-election - Sébastien explained that one of the town's councillors resigned because he was moving away. He announced that the date set for nomination day would be January 28, and the election day, if required, would be held on February 18. Sébastien said the dates would also be advertised in The Post.

2014-006 - René Estrada/Dena Wiseman

Be it resolved Council hold nomination day for by-election on January 28, 2014, with an election date of February 18, if required.

Motion carried unanimously.

- b) Election of Deputy Mayor - Sébastien explained that with Jeff Swain's departure, the town was without a deputy mayor and chair of Public Works & Compliance. He said that Ralph would take over as Chair of Public Works. Sébastien then called for nomination for Deputy Mayor.

Tommy Crocker nominated Dena Wiseman for Deputy Mayor. Dena Wiseman accepted the nomination.

Sébastien asked if there were any further nominations. There were none and therefore, nominations closed. The new Deputy Mayor for Witless Bay is Dena Wiseman.

- c) Motion to create a Community Enhancement Committee -

Sébastien vacated the Chair at 7:48 p.m. and was replaced by Deputy Mayor Dena Wiseman.

Sébastien explained the difficulty in getting residents to participate in committees due to government regulations, but Councils are permitted to have advisory committees. He spoke on the Tidy Towns project and how the town should be involved. He said the Advisory Committee could also assist the town in areas such as designing new signage, organizing garbage clean up, as well as helping Council create a mission statement, among other things. Sébastien offered to chair the advisory committee meeting, suggesting the meetings take place the 1st and 3rd Thursday.

Sébastien returned to the Chair at 7:55 p.m.

2014-007 - Sébastien Després/Tommy Crocker

Be it resolved Council create a Community Enhancement Committee whose purpose is to beautify the Town, build civic pride, and work towards environmental sustainability.

Motion carried unanimously.

- d) Town of Bay Bulls re Outside Enforcement Officer - Sébastien reported that the Town of Bay Bulls confirmed they were interested. He asked Geraldine to prepare a response to the Town of Bay Bulls advising them of Council's interest in moving forward as well.
- e) Request for street light on 100 Gallows Cove Road - There was a brief discussion on the placement of lights in the community. The requirement is they be located at intersections and on every 3rd pole. There was also the question of whether the lack of lighting in this area posed a danger to residents since it was confirmed there were lights on every 3rd pole and at the intersection in that area. Council felt it might be necessary to do a review of the town lights.

2014-008 - Tommy Crocker/Ralph Carey

Be it resolved the Public Works & Compliance committee assess the town lighting and report back to Council.

Motion carried unanimously.

- f) Parish Council's request to re-zone land from Rural to Residential - There was a brief discussion on the Parish Council's plan to sell their property, but Council felt more information was needed regarding their proposed use for this land once re-zoned. It was agreed that René Estrada would speak to the Parish Council on this matter.

2014-009 - Dena Wiseman/Ralph Carey

Be it resolved Council table the Parish Council's request to re-zone land until clarification of intended use is received.

Motion carried unanimously.

- g) Request from a resident to re-zone land from Rural to Residential - It was noted the re-zoning request was related to a crown land application previously reviewed by Council, but there were several changes made to the application's proposed use with little information being provided. Council felt they could not make any decision on the correspondence requesting to re-zone due to the insufficient information given.

2014-010 Dena Wiseman/Ralph Carey

Be it resolved Council table the request to re-zone pending clarification of resident's request.

Motion carried unanimously.

- h) Snow clearing amendment - Sébastien explained that the current snow clearing contract has a restriction on snow clearing operation time which proves to be a problem for people trying to get to work in the mornings. He explained that Council agreed to amend the snow clearing contract by removing two sections in order to allow the contractor to work when required, rather than restricting snow clearing between 10:00 p.m. and 5:00 a.m.

2014-011 - Tommy Crocker/Ralph Carey

Be it resolved Council amend the snow clearing contract to remove the following sections of #3:

a) *The Contractor shall clear snow from all roads on a daily basis as necessary between 5:00 a.m. and 10:00 p.m.*

b) *The Contractor shall spread salt/sand mixture on the roads on a daily basis as necessary between 5 a.m. and 10:00 p.m.*

Motion carried unanimously.

6. Presentations by Individuals & Delegations - No submissions were received for this meeting.

7. Committee Reports:

Finance:

a-b) René Estrada reported that the Cash Flow Analysis Report and Payables were presented for information purpose only.

c) Auditor's quote for 2014 -

2014-012 - René Estrada/Ralph Carey

Be it resolved Council accept the Auditor's quote of #3,500 for 2014.

Motion carried unanimously.

d) Snow clearing logs - Information purpose only.

e) Budget 2014 - It was noted the budget was not yet ready for adoption.

Public Works & Compliance:

a) Application to operate a business on 178 Harbour Road - Geraldine informed Council that this would be a second business operating from this residence.

2014-013 - Ralph Carey/Tommy Crocker

Be it resolved Council approve in principle application for business on 178 Harbour Road (Summer Rental B & B), subject to meeting regulations for parking, and pending approval from Services NL and the Witless Bay Fire Department.

Motion carried unanimously.

- b) Application to develop residential dwelling on 68 Dunn's Lane - It was noted this application was previously approved and a permit was granted, but that the permit expired.

2014-014 - Ralph Carey/Tommy Crocker

Be it resolved Council approve in principle application for residential dwelling on 68 Dunn's Lane subject to approval from Services NL.

Motion carried unanimously.

8. **2014-015** - Dena Wiseman/René Estrada

Be it resolved Council adjourn the meeting at 8:40 p.m.

Motion carried unanimously.