

Public Meeting of Witless Bay Council  
Town Hall  
September 11, 2018

Attending: Mayor Rene Estrada, Councillors Fraser Paul, Chris Brinston, Neil Stratton, Vince Swain and Lucy Carew  
Absent: Deputy Mayor Maureen Murphy  
Reporting Geraldine Caul & Barb Harrigan

1. Mayor Rene Estrada called the meeting to order at 7:35 p.m.
2. **2018-198** Councillor Fraser Paul/Councillor Lucy Carew  
Be it resolved that Council adopt the agenda as amended to include under Public Works & Infrastructure, *h) Call for quotes for paving, ditching, shouldering, and repair and resurfacing of the Town Hall Parking Lot.*  
Motion carried unanimously.
3. **2018-199** Councillor Lucy Carew/Councillor Vince Swain  
Be it resolved that Council adopt the August 14, 2018 Minutes of Meeting as presented.  
Motion carried unanimously.
4. Business Arising from Minutes:
  - a. Quotes for chain link fence behind the Town Hall –  
**2018-200** Councillor Fraser Paul/Councillor Chris Brinston  
Be it resolved that Council accept the Quote of \$5360.00 from Apex Construction Specialties Inc. to install a chain link fence behind the Town Hall.  
Motion carried unanimously.
  - b. Quotes for salt and sand –  
**2018-201** Councillor Vince Swain/Councillor Lucy Carew  
Be it resolved that Council accept the Quote of \$27,186.00 from Harbour Construction for sand, and the Quote of \$35,451.00 from Avalon Coal Salt & Oil Ltd.  
Motion carried unanimously.
  - c. Quote for mini-split air conditioning –  
**2018-202** Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that Council accept the Quote of \$7,325.50 from Suburban Heating and Air Conditioning Ltd. to install two mini-splits air conditioning at the Municipal Office.  
Motion carried unanimously.

d. Tenders for Harbour Road Erosion –

**2018-203** Councillor Lucy Carew/Councillor Fraser Paul

Be it resolved that Council direct the Town's Engineer, Ivan Hynes, to finalize the tendering process for Harbour Road Erosion.

Discussion: Councillor Lucy Carew clarified that the Town Engineer will put out the tender, make the decision, and forward it back to the town, as well as inspect the completed work.  
Motion carried unanimously.

e. Town Truck –

**2018-204** Councillor Fraser Paul/Chris Brinston

Be it resolved that the Town add accessories, and have undercoating done to the Town Truck at a cost of approximately \$500.00 or less, before taking ownership of the truck.  
Motion carried unanimously.

f. Irishtown Road Right-of-Way –

**2018-205** Councillor Neil Stratton/Councillor Vince Swain

Be it resolved that the Town issue a Removal Order to the resident on 5-7 Irishtown Road giving a 30 day notice to remove the structure that was built without Council approval, off the Right-of-Way. If after 30 days the structure is not removed, Council will have it removed at the property owner's cost.

Motion carried unanimously.

g. Proposed signage at intersection of Route 10 and Southside Track –

**2018-206** Councillor Fraser Paul/Councillor Lucy Carew

Be it resolved that Council rescind motion #2018-169 in light of new information received that puts the Town out of any authority to address the application.  
Motion carried.

5. Public Works & Infrastructure:

a. Application to operate a business on 8 Carey's Road – Councillor Fraser Paul requested that Council determine whether or not he is in a conflict of interest since his brother-in-law is a

listing agent for the pending sale of the property on 8 Carey's Road. Councillor Paul left the Chamber at 7:42 p.m.

**2018-207** Councillor Chris Brinston/Councillor Lucy Carew

Be it resolved that Councillor Fraser Paul is not in a conflict of interest on this application because the property is listed but not sold, and therefore there is currently no financial gain involved at this time.

For the motion: Mayor Rene Estrada, Councillors Chris Brinston, Neil Stratton, Vince Swain and Lucy Carew.

Opposed: 0

Abstained: Councillor Fraser Paul [questioned whether he was in a conflict].

Motion carried.

Councillor Paul returned to the Chamber 7:43 p.m.

**2018-208** Councillor Chris Brinston/Councillor Vince Swain

Be it resolved that Council deny the application to operate a business on Carey Road because it does not comply with the Town's Development Regulations for Residential Zoning.

Motion carried unanimously.

- b. Application for site grading with imported fill on 440 Southern Shore Highway –

**2018-209** Councillor Chris Brinston/Councillor Lucy Carew

Be it resolved that Council approve an application for site grading with imported fill on 440 Southern Shore Highway.

Motion carried unanimously.

- c. Application to construct a 10 x 10 deck on 4 Island View Place – Councillor Chris Brinston declared a conflict of interest because he is the applicant, and left the chamber at 7:46 p.m.

**2018-210** Councillor Neil Stratton/Councillor Vince Swain

Be it resolved that Council approve an application to construct a 10 x 10 deck on 4 Island View Place.

For the motion: Mayor Rene Estrada, Councillors Fraser Paul, Neil Stratton, Vince Swain and Lucy Carew.

Against: 0

Abstained: Councillor Chris Brinston [declared a conflict of interest].

Motion carried.

- d. Culvert installation on Stage Lane off Lower Loop Road –

**2018-211** Councillor Lucy Carew/Councillor Neil Stratton

Be it resolved that culvert installation on Stage Lane off Lower Loop Road be dug up to be inspected by the Town Engineer at the installer's cost, and the Town action will follow

pending the Town Engineer's report. Furthermore, in the future, any issues related to that culvert placement will be billed to the construction company or those that placed it.

Discussion: It was noted that this work was done without a permit from the Town and that this is a public road.

Motion carried unanimously.

- e. Call for Quotes for ditching and grading for the back of the Town's ball field –

**2018-212** Councillor Chris Brinston/Councillor Vince Swain

Be it resolved that Council call for Quotes for ditching and grading for the back of the Town's ball field.

Discussion: It was noted that public works will meet with the contractors on Sunday the 22<sup>nd</sup> at 12:00.

Motion carried unanimously.

- f. Request to renew Brewers Agent License at The Orange Store –

**2018-213** Councillor Neil Stratton/Councillor Lucy Carew

Be it resolved that Council accept the request from the Orange Store to renew the Brewers Agent License.

Motion carried unanimously.

- g. Application for Residential garage on 49 Harbour Road –

**2018-214** Councillor Vince Swain/Councillor Fraser Paul

Be it resolved that Council approve application to construct a residential garage on 49 Harbour Road.

Motion carried unanimously.

- h. Call for Quotes for paving, ditching, shouldering and resurfacing and repair of Town Hall Parking Lot –

**20418-215** Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that Council proceed with a call for tenders for Town Roads for paving, ditching and shouldering as well as resurfacing and repairs of Town Hall parking lot.

Motion carried unanimously.

- 6. Finance:

- a. Payables – Presented for information purpose.

- b. Approval of Audited Financial Statement 2017 –

**2018-216** Councillor Lucy Carew/Councillor Fraser Paul

Be it resolved that Council accept the Consolidated Audited Financial Statements for 2017.

Motion carried unanimously.

- c. Invoice from Provincial Fence for softball field –

**2018-217** Councillor Chris Brinston/Councillor Lucy Carew

Be it resolved that Council pay Provincial Fence for the supply, installation and repair of chain link fencing and gates at the Rec grounds at cost of \$3645.50, under the condition that they complete the work.

Motion carried unanimously.

- d. Ball field fence addition –

**2018-218** Councillor Chris Brinston/Councillor Fraser Paul

Be it resolved that Council call for Quote for Poly-Cap (safety topper) for the chain link fence at the ballfield.

Motion carried unanimously.

- e. Fire Department request for FES application for SCBA set and SCBA Cylinders –

**2018-219** Councillor Lucy Carew/Councillor Neil Stratton

Be it resolved that Council approve the Fire Department's request for FES application for funding for SCBA set and SCBA Cylinders.

Motion carried unanimously.

- 7. Other:

- a. Request from Deputy Mayor Maureen Murphy for leave of absence –

**2018-220** Councillor Lucy Carew/Councillor Vince Swain

Be it resolved that Council accept Deputy Mayor Maureen Murphy's request for leave of absence for two public meetings, tonight's meeting (September 11, 2018) and the October 2, 2018 public meeting for personal reasons.

Motion carried unanimously.

- b. Feasibility Study – Prime Consultant Agreement –

**2018-221** Councillor Lucy Carew/Councillor Neil Stratton

Be it resolved that Council approve the Feasibility Study Prime Consultant Agreement as presented.

Motion carried unanimously.

- c. 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

*“Subdivison,”* 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.

**2018-222** Councillor Lucy Carew/Councillor Fraser Paul

Be it resolved 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 Rights-of-Ways shall be at the discretion of Council. Dated September 2018.

Motion carried unanimously.

8. **2018-223** Councillor Vince Swain/Councillor Fraser Paul

Be it resolved that the public meeting adjourn at 8:35 p.m.

Motion carried unanimously.

The next public meeting of Council will take place on October 2, 2018 at 7:30 p.m.