

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

Attending: Mayor Rene Estrada, Deputy Mayor Maureen Murphy, Councillors Lucy Carew, Vince Swain, Fraser Paul and Chris Brinston

Absent: Councillor Neil Stratton

Recording: Geraldine Caul & Barb Harrigan

1. Mayor Rene Estrada called the meeting to order at 7:30 p.m.
2. **2018-264** Deputy Mayor Maureen Murphy/Councillor Vince Swain
Be it resolved that Council adopt the Agenda of December 11 as amended to include:
 - 6 j) Writing off allowance for doubtful accounts for unknown owners
 - k) Snow clearing logsMotion carried unanimously as amended.
3. **2018-265** Councillor Lucy Carew/Councillor Chris Brinston
Be it resolved that Council adopt the November 13, 2018 Minutes of Meeting as presented.
Motion carried unanimously.
4. Business Arising from Minutes:
 - a. Well on 161 Southside Track
2018-266 Deputy Mayor Maureen Murphy/Councillor Vince Swain
Be it resolved that Council continue to supply residents of 161 Southside Track until the issue with bacteria in the well is resolved.
Motion carried unanimously.

5. Public Works & Infrastructure

- a. Application to construct a residential single family dwelling on 43 Carter's Road

2018-267 Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that Council defer this application until proper surveys are submitted.
Motion carried unanimously.

- b. Application to construct a residential single family dwelling on 45 Carter's Road

2018-268 Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that Council defer this application until proper surveys are submitted.
Motion carried unanimously.

- c. Application to construct a residential single family dwelling on 24 Murphy's Lane

2018-269 Councillor Fraser Paul/Councillor Chris Brinston

Be it resolved that Council approve the application to construct a residential single family dwelling on 24 Murphy's Lane, subject to compliance with town regulations, and approval from Services NL and all government agencies having jurisdiction.
Motion carried unanimously.

- d. Application to construct a 16' x 24' shed on 51 Dunn's Lane

2018-270 Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that Council approve the application to construct a 16' x 24' shed on 51 Dunn's Lane.
Motion carried unanimously.

- e. Application to construct a residential dwelling & garage on 73 Gallows Cove Road

2018-271 Councillor Fraser Paul/Deputy Mayor Maureen Murphy

Be it resolved that Council approve in principle an application to construct a residential dwelling and garage on 73 Gallows Cove Road. [***Application was submitted to determine if the land met regulations for building. Applicant must resubmit all required documentation with a follow up application that includes an updated survey in property owners' names.***]
Motion carried unanimously.

- f. Municipal Storage Garage for Town Hall

2018-272 Councillor Vince Swain/Councillor Fraser Paul

Be it resolved that the Town's application to build a storage garage for the Municipal Hall be approved.

Councillor Swain reported that this structure will involve two sections, joined and will be movable.

Motion carried unanimously.

6. Finance & Economic Development

a. Adoption of 2019 Budget and Tax Structure, Rates & Fees

2018-273 Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Be it resolved that Council adopt the 2019 Budget and Tax Structure, Rates and Fees as presented. [Appendix A].

Motion carried unanimously.

b. Payable Chart for Approval, and Income Statement

2018-274 Deputy Mayor Maureen Murphy/Councillor Fraser Paul

Be it resolved that Council approve the payment log of \$105,125.60.

Motion carried unanimously.

c. Fire Department request to purchase equipment (SCBA) at cost of \$51,906.40

2017-275 Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Be it resolved that Council approve the Fire Department's request to purchase SCBA equipment at a cost of \$51,906.40.

Motion carried unanimously.

d. Kinsmen Club request for funding assistance for Santa Claus Parade

2018-276 Deputy Mayor Maureen Murphy/Councillor Vince Swain

Be it resolved that Council provide assistance to the Kinsmen Club for the Santa Claus Parade in the amount of \$500.00.

Motion carried unanimously.

e. Legal representation for Supreme Court Appeal

2018-277 Deputy Mayor Maureen Murphy/Councillor Fraser Paul

Be it resolved that the Town obtain legal representation for a Supreme Court Appeal.

Motion carried unanimously.

f. Town of Bay Bulls request to cost-share policing enforcement officer

2018-278 Deputy Mayor Maureen Murphy/Councillor Chris Brinston

Be it resolved that Council deny a request from the Town of Bay Bulls to cost-share a policing enforcement officer.

Motion carried unanimously.

- g. Aliant and NL Power invoices for approved Gas Tax project on Southside Track

2018-279 Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that Council accept the quotes from Aliant and NL Power per attached invoices, and move forward with the work in the spring.

Motion carried unanimously.

- h. Employee Increase

2018-280 Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Be it resolved that Council approve an employee increase as recommended by the Finance Committee.

Motion carried unanimously.

- i. Christmas Bonus for staff

2018-281 Deputy Mayor Maureen Murphy/Councillor Lucy Carew

Be it resolved that Council approve Christmas bonuses as recommended by the Finance Committee.

Motion carried unanimously.

- j. Writing off Allowance for Doubtful Accounts for unknown owners

2018-282 Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Be it resolved that Council approve writing off allowance for doubtful accounts for unknown owners.

Motion carried unanimously.

- k. Snow Clearing Logs

2018-283 Deputy Mayor Maureen Murphy/Councillor Lucy Carew

Be it resolved that the Town approve payment for snow-clearing for the period November 10 to December 9, 2018 in the amount of \$26,342.97.

Motion carried unanimously.

7. Other Business:

- a. Approved Capital Works Project of \$11,000 for washrooms (playground/pool area)

Council reported that in the Town received government funding in January for \$11,000 to construct washrooms for the playground area, but the location has to be determined. Public Works will review further to find a suitable location for the washrooms.

b. Gas Tax Application for extension to Puffin Centre

2018-284 Deputy Mayor Maureen Murphy/Councillor Vince Swain

Be it resolved that the Town of Witless Bay submit its Capital Investment Plan to the Department of Municipal Affairs and Environment for Gas Tax Funding in the amount of \$52,755.07 for Extension to the Witless Bay Puffin Centre.

Motion carried unanimously.

c. Gas Tax Funding for Paving Local Roads

2018-285 Councillor Fraser Paul/Councillor Vince Swain

Be it resolved that the Town of Witless Bay submit its Capital Investment Plan to the Department of Municipal Affairs & Environment for Gas Tax Funding in the amount of \$52,321 for Paving Local Roads (3 new road extensions).

Motion carried unanimously.

d. Planning Consultation

2018-286 Deputy Mayor Maureen Murphy/Councillor Lucy Carew

Be it resolved that Council schedule a Planning Consultation early in 2019.

Motion carried unanimously.

e. Installation of additional door for Municipal Hall

2018-287 Councillor Vince Swain/Councillor Chris Brinston

Be it resolved that Council install a fire exit at the Town Hall.

Motion carried unanimously.

f. Auditor for 2019

2018-288 Councillor Lucy Carew/Councillor Chris Brinston

Be it resolved that Council hire Roger Coombs [Coombs & Associates] as the Town Auditor for 2019.

Motion carried unanimously.

g. Seasonal Maintenance worker for 2019

2018-289 Deputy Mayor Maureen Murphy/Councillor Fraser Paul

Be it resolved that the Town advertise for Seasonal Maintenance Worker for 2019, and to advertise the position in The Post.

Motion carried unanimously.

- h. Correspondence related to dilapidated house on Lower Loop Road – Councillor Lucy Carew declared a conflict of interest because her brother was a signatory on the letter. Councillor Carew left the Chamber at 8:03 p.m.

2018-290 Councillor Vince Swain/Councillor Fraser Paul

Be it resolved that the Town send a letter to the owner telling him to repair the structure, or to remove it within 60 days from the date of the letter. Be it further resolved that the Town contact NL Power requesting they disconnect the power immediately due to a safety concern.

For the motion: Mayor Rene Estrada, Deputy Mayor Maureen Murphy, Councillors Vince Swain, Fraser Paul, and Chris Brinston.

Abstained: Councillor Lucy Carew [declared a conflict of interest].

Motion carried.

- i. Correspondence related to Tidy Towns signage

2018-291 Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Be it resolved that the Town reinstate and relocate the Tidy Town Sign.

Discussion: Councillor Carew reported that the letter came from two individuals who were among others who participated in the project that resulted in the Tidy Towns win. She added that Witless Bay was one of the winners out of 43 other contestants.

Motion carried unanimously.

- j. Municipal Assessment Agency – Bill 34 Amendment to Assessment Act, 2006. This was presented to Council for information purpose only.

- 8. **2018-292** Councillor Lucy Carew/Councillor Vince Swain

Be it resolved that Council adjourn the public meeting at 8:10 p.m.

Motion carried unanimously.

The next public meeting of Council is January 8, 2019.