

June 21, 2022

Minutes of a regular meeting of the Council for the Town of Brigus in the Town Hall, June 21, 2022, at 7:00 p.m.

MEMBERS PRESENT: Mayor Shears Mercer Jr.; Deputy Mayor Paul Matthews, Councillors Fraser Drover, John Brown (arrived at 7:03pm), Greg Hiscock, Byron Rodway and Ashley Kennedy

ABSENT: Wayne Rose - Clerk/Manager

ALSO PRESENT: Bobbie Hepditch, Geraldine Boland, Kevin Spracklin - Maintenance & Public works, Gerald French, Kelly French, Michelle Gushue, Pauline Mercer, Robert Butler, Wendy Lush, Lorne Youden, Robert King (arrived at 8:31pm).

AGENDA: Motion: Rodway/Kennedy resolved that our Agenda for June 21, 2022 be adopted. In Favour 7; Opposed 0; Carried.

MINUTES: Motion: Drover/Hiscock resolved that the minutes of our last regular meeting held on May 10, 2022 be adopted. In Favour 7; Opposed 0; Carried.

ARISING FROM MINUTES

Councillor Rodway gave an update on the ditching and culverts. Higher priority culverts have been looked at with the town's engineer and we are awaiting a report. Work on the remainder of culverts, ditching and paving is still ongoing. He also noted that the line painting on our roadways has been completed.

Deputy Mayor Matthews reported that the town VISA has been received and is now at the town office. GIC options have not been looked at to date.

ACTION REPORTS:

Our head of Maintenance/Public Works employee reported on water issues at 3-5 The Walk and 3 Fox Hill that require further investigation.

A request was made for an assist lift and other tools needed at the Town's garage. It was recommended that a list of tools needed be compiled and handed in for review.

Maintenance Employee to note any culvert, ditching, or paving that is necessary to be addressed throughout the town.

Work ongoing around the town.

DELEGATION

David Mitchell had requested to speak at our meeting but was not in attendance.

Pauline Mercer informed Council that she requested to be added to the agenda to speak at the meeting but her name was not listed on tonight's agenda. The following motion was made by Council.

Motion: Brown/Hiscock resolved that Pauline Mercer be added to tonight's agenda June 21, 2022. In Favour 7; Opposed 0; Carried

Councillor Kennedy left the meeting due to conflict of interest with regard to Recreation 7:20pm.

Wendy Lush addressed council concerning regulations, signage and \$200 float on behalf of Recreation. Recreation is hoping to offer a number of activities at our playground area inclusive to all ages. They would like to enhance our playground by adding some painted activity areas to concrete pad, volleyball/badminton area, horseshoe, soccer area etc. A request was made to install two 6ft metal or wooden permanent or removable posts to create a volleyball/badminton area. It was also noted that some extra seating areas would be a good addition for playground area. Council thought that the ideas presented by Recreation were good ideas and supported there plans.

-Lack of storage for recreation supplies was discussed. It was agreed that the utility room and space under the stage could be used for storage until a permanent storage area can be arranged.

-It was stated that some changes need to be made to the Recreation regulations and it was agreed that council would meet with Recreation at a later date to review.

- A request to increase the float for Recreation from \$100 to \$200 was put forth. (See motion)

Motion: Brown/Hiscock to increase the Recreation float to \$200. In Favour 6; Opposed 0; Carried

-Cleaning of the public bathrooms at the playground was also discussed. It was agreed that BARCS would continue to check and clean the bathrooms during their league games and the Recreation Committee would clean after their events. Arrangements are to be made to have the bathrooms opened, closed and checked for cleanliness on a daily basis.

Councillor Kennedy returned to meeting 7:52pm

Mayor Mercer and Councillor Rodway left the meeting while Pauline Mercer addressed Council 7:52pm

Mrs. Mercer stated she had some concerns because she was of the understanding that the council for the town of Brigus had no further interest in Lobster Factory Lane. She wanted to know why one of the owners in this dispute is bringing this forth to be discussed again with Council if this is a dispute between two land owners and does not involve Council. Mrs. Mercer also questioned why Council is now having a survey of the property completed on Lobster Factory Lane. DM Matthews then addressed Mrs. Mercer and explained to her that the work the town is having completed on Lobster Factory Lane is on the Town's own behalf to have property that is owned by the Town properly surveyed and documented. Councillor Hiscock noted that Mr. Mitchell was assigned as a delegate for tonight's meeting regarding Lobster Factory Lane but he is not here tonight to speak on his behalf so we are unaware of what he wished to address this evening. He also stated that the town was having multiple properties surveyed not just the property on Lobster Factory Lane.

Mayor Mercer and Councillor Rodway returned the meeting 8:11pm

COMMITTEE REPORTS

A. Development Committee:

Motion: Drover/Rodway resolved that the application for 42 Guys Lane - Greenhouse be approved; In Favour 7; Opposed 0; Carried.

Motion: Drover/Kennedy resolved that the application for 23-25 Station Road - Extension be approved as commercial; In Favour 7; Opposed 0; Carried.

Motion: Drover/Hiscock resolved that the application for 4 Power's Lane - Patio be approved; In Favour 7; Opposed 0; Carried.

Motion: Drover/Brown resolved that the application for 17 Water Street - Shed be approved; In Favour 7; Opposed 0; Carried.

Motion: Drover/Hiscock resolved that the application for 52 Irishtown Rd - Extension be approved; In Favour 7; Opposed 0; Carried.

Councillor Rodway left the meeting due to conflict of interest 8:23pm.

Motion: Drover/Hiscock resolved that the application for 15-19 John Noel's Hill - 2 Story Accessory Garage be approved pending verification of zoning area; In Favour 6; Opposed 0; Carried.

Councillor Rodway returned to the meeting 8:28pm

Councillor Rodway spoke on incomplete permit applications being accepted and stated that going forward if an application is not complete it is not to be accepted by staff.

Motion: Rodway/Brown resolved that incomplete permit applications not be accepted and returned to the client to be completed as specified on application. In favour 7; Opposed 0; Carried.

B. Public Works Committee:

Councillor Rodway reported that he had a conversation with the property owner of 14 The Old Road (correction not 396-398 Conception Bay Highway as stated on agenda.) Mr. Barbour from Service NL had made a site visit today and is planning to return again tomorrow to do a more thorough examination but in the present condition of the land he cannot get a septic design approval. Mr. Barbour will be giving the land owner something in writing to forward to the town to have the Stop Work Order lifted so that he can move forward in having the land prepared for septic design to be approved.

Councillor Hiscock gave an update on the proposed new bathroom facilities on Water Street. It was noted that the bathroom could be put back to look historic with few changes to make them accessible. There would be 7 usable bathrooms with a utility area.

Motion: Hiscock/Brown resolved that we proceed with RFP for bathroom facility at Water Street Location. In Favour 7; Opposed 0; Carried.

C. Finance Committee:

Motion: DM Matthews/Drover resolved that the bills in the amount of \$57707.75 be paid. In Favour 7; Opposed 0; Carried.

DM Matthews reported that the Gas Tax has not been utilized yet.

C. Rodway inquired about the progress of the new town VISA and was informed that it is now on site at the Town Hall.

Motion: Rodway/Hiscock Resolved that no more personal credit cards be used for purchases on behalf of the town unless authorized by Chair of Finance and the Mayor. In favour 7; Opposed 0; Carried.

DM Matthews/Drover resolved that going forward; the Human Resources Committee Chair and Mayor will provide to Council a quarterly summary of sick leave and annual leave pertaining to full time employees as well as sick leave for part time employees. In favour 7; Opposed 0; Carried.

DM Matthews/Hiscock resolved that the Finance Committee and Council Office staff take all appropriate steps in their efforts to collect outstanding taxes, inclusive of utilizing Collection Agencies as deemed appropriate. In favour 7; Opposed 0; Carried.

DM Matthews/Drover resolved to suspend for fiscal/calendar year 2022 the collection of Inspection fees for new builds and significant additions renovations. In favour 7; Opposed 0; Carried.

D. Blueberry Festival Committee:

Mayor Mercer reported that preparation work for the Blueberry Festival is ongoing. Bands and Fireworks are booked and most of the field is booked. Lots of planning has been done and confirmed.

E. Recreation Committee: See Delegation

F. HR. Committee:

Councillor Drover reported that while the Town Clerk/Manager is off he would be paid for a half day of work and a half day of sick leave while working from home.

G. Policy Committee:

Councillor Hiscock is still working on converting policies to a standard format.

CORRESPONDENCE

<u>FROM</u>	<u>REGARDING</u>	<u>ACTION</u>
Municipal Assessment Agency TCPHF	2023 Assessment Roll Trails Challenge	Values increased by 4.99% Reply- QR code Ok'd
Eastern NL Regional Appeal Board 396-398 Conception Bay HWY 10 Cooperage Lane Brigus Recreation 2-12 Long Pond Road Beacon Accounting Atlantic Tour 7-9 Fox Hill 249 Effie M Morrissey 17 Water Street	Appeal Hearing July 8, 2022 Development Plan Update Youden Place Road Take over Public Washrooms at Park Culvert 2021 Draft Audit Public Bathroom Property Tax Request River	Meeting With Lawyer See Public Works Report Above See Motion Contact Town Cleaner See Motion Deferred See General Business Owner To Contact Assess Agency Send Email To Town Database Use At Own Risk

Councillor Brown left the meeting while 396-398 Conception Bay Highway was being discussed do to conflict of interest. 9:05pm

A discussion was held regarding the takeover of the road at Youden place the width of Keating's Rd was questioned but no one knew what it was. Councillor Hiscock stated that the turn around is not in our boundary so he was willing to forgo the turn around and felt the 14ft width proposed by the landowner would be acceptable as long as he meets all other specifications laid out in the policy on taking over of private rds. Councillor Rodway commented on the fact that most roads in Brigus were not 14ft and agreed that he saw no problem with 14ft width. Councillor Matthews had some concerns about the construction of the road as well as the width not being the same as the adjacent rd as stated in the takeover of existing private roads.

10 Cooperage Lane - Motion: Hiscock/Rodway resolved that Council take over road at Youden Place pending all requirements pertaining to the Road Takeover policy is met. Council is willing to except 14ft width and forgo the turn around. In Favour 4, Mayor Mercer, Councillor Hiscock, Councillor Rodway, Councillor Brown; Opposed 3, Deputy Mayor Matthews, Councillor Drover & Councillor Kennedy; Carried.

2-12 Long Pond Road - Motion: Rodway/Hiscock resolved to allow property owner at 6 Long Pond Road to use 15 inch culvert in the ditch in front of his property. In Favour 6; Opposed 0; Carried.

GENERAL BUSINESS

Jacksons Quay- Council agreed that there would be no Camper/Rv parking on Jackson's Quay this year during Blueberry Festival Weekend.

Community Clean up- It was noted a Community Clean up day would be held on Saturday June 25, 2022 hosted by Recreation and the Town

It was agreed to have “No Parking” signs installed on Jackson’s Quay to prevent blocking of entrance.

“No Overnight Parking” signs to be replaced at Bishops Beach area.

“No Exit” sign to be removed on fence entering Harbour Drive.

“Hidden Driveway” sign to be replaced on Harbour Drive.

Have debris from old dugouts removed from parking lot at ballfield.

Staff to check into benches for dugouts.

Send out email to Town’s database to remind residents of Provincial fire regulations.

Motion: DM Matthews/Brown resolved that we accept the Assistant Town Clerk’s letter of Resignation dated June 15th Effective June 17th 2022. In Favour 7; Opposed 0; Carried.

Councillor Drover left meeting at 10:45 pm

Motion: Hiscock/Kennedy resolved that our meeting be adjourned until July 12, 2022. In Favour 6; Opposed 0; Carried. Time: 11:00 p.m.

Shears Mercer Jr., Mayor

Date: _____ 2022

Wayne Rose, Town Clerk/Manager