

**Town of Channel – Port aux Basques  
1774<sup>th</sup> Regular Meeting  
May 8<sup>th</sup>, 2018**

The 1774<sup>th</sup> Regular Meeting of Council convened at 7:36 pm Mayor Spencer presiding. Present were Deputy Mayor Strickland, Councillors Battiste, Blackler, Coffin and Keeping. Also present were Town Manager and Town Clerk.

**Adoption of Minutes:** It was moved by Councillor Battiste and seconded by Deputy Mayor Strickland the Regular Minutes of April 17<sup>th</sup>, 2018 be adopted as presented and circulated. MC Unanimously

It was moved by Deputy Mayor Strickland and seconded by Councillor Battiste the Privileged Minutes of March 27<sup>th</sup>, 2018 be adopted as presented. MC Unanimously

It was moved by Deputy Mayor Strickland and seconded by Councillor Keeping the Special Minutes of April 17<sup>th</sup>, 2018 be adopted as presented and circulated. MC Unanimously

**Bruce II Two Tier System:** Mayor Spencer noted that this meeting needs to be set up and for a time when everyone can be there.

**New Municipal Depot:** The Town Manager advised that this has now gone to tender.

**ATV Trail:** The Town Manager advised that correspondence has gone to the Regional Director of Transportation and Works. The Department advised they will be on site early next week and are concerned if they had the capacity to do the work.

Councillor Keeping noted that the Minister had requested we undertake this work. The Town Manager said he had assured them we will do the work required there.

**Signage:** Councillor Keeping said we need to discuss this with the Regional Director when he visits next week. Mayor Spencer noted his concerns with the signage by Tim Hortons which is creating a safety hazard.

**Rezoning:** Mayor Spencer noted that Council had met as a group to discuss rezoning versus a new plan. He advised that the Town Manager had received three quotes and we will be moving forward once Mr. MacIsaac has the opportunity to review all submissions.

**Complaint of Sewer Odour at #1 Bragg's Lane:** It was noted that the Public Works Committee did not get an opportunity to get out as some members are out of town. They will look at this next week.

**Ball Field:** Mayor Spencer asked if there was any headway with the road to the ballfield. The Town Manager advised he had spoken to the School Board about accessing it from the High School Parking lot but they advised him that we cannot do this.

Councillor Keeping said the Public Works Committee will take a look at this when they go out next week.

**Request for Building Setback Variance at 56 LeGrow Street:** The Town Manager said the resident has been notified that this is not permissible.

**VIC Extension:** The Town Manager advised he has sent another letter regarding this to Minister Mitchelmore.

**Transport Action Committee:** The Town Manager said he hasn't received a response yet from Municipal Affairs. He noted he has been out of the office but will review and email them again.

**Correspondence:** The correspondence was read. It was moved by Councillor Keeping and seconded by Councillor Battiste the correspondence be accepted and dealt with where necessary. MC Unanimously

**National Public Works Week:** Mayor Spencer read the proclamation signed by Minister Steve Crocker advising of National Public Works Week taking place May 10<sup>th</sup> -26<sup>th</sup>, 2018.

Mayor Spencer noted that it had been suggested Council and Management serve lunch one day during this period to show our appreciation to our public works staff. Council agreed this was a good idea.

**Municipal Awareness Day:** Mayor Spencer noted that tomorrow is Municipal Awareness Day and proceeded to sign the proclamation for same. The Town Clerk advised of the events planned for the day.

**National Health and Fitness Day:** An email was received from the Office of the Senator Nancy Green requesting to have the first Saturday in June declared National Health and Fitness Day. It was agreed we would sign the proclamation. Councillor Blackler noted that even though it's suggested to have a fun run he recommends we do something else instead as these usually get a poor turnout.

Deputy Mayor Strickland said it would be nice to have a family event. Mayor Spencer said that would be a great idea to have at the Grand Bay West Beach. We can have a hike and serve a luncheon. This can take place from 11:00 am to 1:00 pm. This will be passed on to the Recreation Department to organize.

**Request from Resident at 20 Grand Bay Road to Meet:** A letter was received from a resident at 20 Grand Bay Road requesting to meet with the Public Works Committee. Councillor Keeping noted he will put him on the list for when the Public Works Committee meets.

**Request for Signage Placement Areas:** A request was received from a business located at 235-237 Grand Bay West Road looking for any information available for placing signage for his business within town.

It was agreed that the Public Works Committee will review and advise the owner accordingly. The Town Manager said he will look at areas as well.

**Proposal for Funeral Home:** A letter was received for permission to turn a residence at #23 Read Street into a Funeral Home Enterprise.

The Town Manager advised this was a discretionary use in the Town Zone and as such would need to be advertised for two weeks as per regulations. The Town Clerk advised of the process we have followed in the past.

The applicants who were present at the meeting asked if the Town could foresee any reason why it would not go to advertisement to which they were advised no it would be sent to the paper tomorrow for insertion in the next edition.

**Concerns regarding Motor Bikers at Grand Bay West Beach:** Correspondence was received from a resident of 10 Lillington Avenue regarding intimidation from motor bikers while walking on Grand Bay West Beach and requesting if something can be done to deter this.

Mayor Spencer noted that is a RCMP matter as intimidation is also assault. He said we can certainly refer this to the RCMP as the letter was tabled here tonight. Councillor Blackler noted that if individuals are using motor bikes to go from one point to another it's okay but if it's getting to this level something needs to be done. It was agreed we would contact the RCMP but also write the individual to advise them if this should happen again to call the RCMP.

Deputy Mayor Strickland noted we should also pass this along to the Economic Development Officer to start talks to see what can be done on this especially with the piping plover there.

**Bus Stop Corner of Charles Street & Main Street:** A letter was received from a student regarding the bus stop at the corner of Charles Street and Main Street. The letter also outlined the safety concerns of the current stop and a suggestion for the relocation of same.

Councillor Keeping noted that in the last meeting we did say we looked at two areas, one being to the left of the old Stan Dawe property and the other to the right next to the Pike property. He noted that the Town Manager was going to look at the road there and to check out how much space was available.

The Town Manager advised he had a map attached to the correspondence outlining the placement of the bus shelter itself, not a parking area for the parents.

Councillor Coffin said we have already looked at this twice and one thing they have to remember is that we have to go to the school board to see if it's okay with them. Councillor Keeping said first we have to see if there is enough room and if Council says yes then we will approach the school board.

**CEO Marine Atlantic:** An email was received from the CEO of Marine Atlantic advising of his plans to move on in his career and thanking Council for the great working relationship over the past years. Mayor Spencer said he had already responded to the email and wished the CEO well in his future endeavours.

**Youth Ventures NL:** Correspondence was received from the Youth Ventures NL Regional Coordinator requesting Council's support in the summer youth ventures business initiatives.

It was moved by Councillor Keeping and seconded by Deputy Mayor Strickland that we go with the same practice as in past years and only charge a \$10.00 business permit fee for anyone operating through the youth ventures program for 2018.

**Fire Department Report:** Councillor Blackler presented the Fire Department of May 2<sup>nd</sup>, 2018. The following items were discussed.

- Members are looking for clarification on the changes to the Departments remuneration and the T4 process.
- Vehicle inspections are now up to date
  - System needs to be implemented to make sure these inspections are continually done on time
- The department is currently reviewing their commitment to the HAZMAT unit and its responsibilities and requirements
  - What are the liabilities to the department if responding with a low number of members?
- The department has a number of events schedule requiring the participation of the members:
  - Fire drill with Marine Atlantic Town Manager's Report:
  - Municipal Awareness Day
  - JAWS training (end of June)
  - Defensive Firefighting Training session
  - Mock Car Crash (May 17th, 2018)
  - Fire School (May 26th-June 1st)
- A review of the Rescue Unit was discussed. The discussion on the need for a new unit to replace the current truck was held. The department is looking to the Council for available funding and their support

In the pursuit for other government funding to make a new unit a reality in the near future. Councillor Blackler noted this is not an action right now but if they do decide it's a route they want to take we will have to look at it in the future. Councillor Keeping noted that on the Mayor's trip to Calgary with Marine Atlantic officials it might be a good idea to let them know that the Department is looking at this to see if they are interested in assisting them.

It was moved by Councillor Coffin and seconded by Councillor Keeping the Fire Department Report of May 2<sup>nd</sup>, 2018 be accepted as presented and discussed. MC Unanimously

**Liberal Campaign Report:** Mayor Spencer advised that he had talked to the Transport Action Alliance and they don't feel the fixed link talks are a big issue for them. Their biggest emphasis right now is the 65% cost recovery. He noted he received a letter back today from the Chair of the Atlantic Caucus saying that we should direct our concerns to our MP. Mayor Spencer noted they should be concerned as Cape Breton also relies heavily on Marine Atlantic traffic.

**MNL Northern Western Meetings Report:** Mayor Spencer read out a report from the meetings he attended in Rocky Harbour. He had a lot of information compiled on each session which he has forwarded to everyone for review.

**MNL Symposium Report:** Councillor Battiste presented a report on the MNL Symposium himself and Councillor Lane attended in Gander.

The following sessions and discussions took place.

No new regulations waste water

Tourism has tools and offers to educate pools of workers for tourism – worth exploring

Wind and solar energy efficiency presentation

Highly recommend we have these people in for a presentation. This would be a perfect time to include wind power in our new municipal building. We could use the money we spent on power to pay for the wind turbine win win for us. Also if we produce more power than we need it will go into the power grid and we get paid for it.

Presentation on the do's and don'ts for councillors.

Information session on ATTIP. Regulations and the request for information. Very informative

FCM presentation on available funding for energy conservation projects. The wind and solar people will assist should we go that route.

Tidy town's reboot. MNL seeking expressions of interest to start a new pilot project. Three categories – 1 small towns; 2 large towns and cities; 3 region comprised of a group of communities.

Radio station for our town. Had discussion with the gentleman who sat up the Burnt Islands Radio Station. Fred Campbell email ryakuga.nl@gmail.com 709-649-5957. Worth exploring for our town.

Conflict of Interest; Supreme Court Case Comb vs Placentia; We need a private meeting to discuss the legislation around this as well as a review of the recent supreme court decision.

Cannabis legalization. Will give public session on cannabis to Councils on request; A possible 41 retailer; Communities that fee other small communities.

Councillor Battiste noted basically it covered everything as was in the Mayor Spencer's report on the Northern /Western Meetings.

Wind and Solar Energy – Councillor Battiste noted that the gentleman that did the presentation wants to come out and do a presentation to council on this. Councillor Battiste said we can possibly look at the Bruce II electrical cost and provide us with savings using wind power. He also said we can look at this when we go to tender for the new garage.

Town Manager Leon MacIsaac noted that we've had two different groups approach us on this to date. A lot of these groups want the money up front. He suggested we get both groups in to do a presentation. Mr. MacIsaac also explained the FCM funding available and noted that there is a fair bit of cost up front.

Radio Station – Councillor Battiste said that Councillor Lane spoke to this gentleman and he is willing to come out and do a presentation to Council on this. Councillor Battiste said that all the sessions at the symposium is on the MNL website should anyone want more information.

Cannabis Retailers – It was noted that all the retailers are set up by postal code. There is one retailer for every postal code.

**Town Manager's Report:**

The Town Manager advised that with regards to the RFP we put out on the former Herring Plant at 23A Pleasant Street we received one submission. The letter of award has now gone to the applicant and once it is signed and forwarded back to us we will proceed with the sale and have the Deed of Conveyance prepared.

The Town Manager said he put out for interest in having a new Town Plan and Development Regulations done and he has received three submissions – Bownridge Consulting; H & J Consulting and

Tract Consulting. He will review all three. He noted that included in the submissions each one was different for the timeline for completion which vary from 6-8-13 months. He said these submissions are quite extensive and need to be reviewed to ensure everything is comparable including the pricing.

It was moved by Councillor Keeping and seconded by Deputy Mayor Strickland that all things being equal we award to the low tender. MC Unanimously

**Summer Career Placement:** Councillor Keeping presented a list of summer career placement positions approved for Gateway Village Corporation for the summer sports program.

The Town Clerk advised this is the same amount of students as in past years.

**Tender Awards:**

Granulars – Councillor Keeping presented the report on the ad the Town placed for the supply and delivery of granular materials effective May 1<sup>st</sup>, 2018 up to and including April 30<sup>th</sup>, 2019. He noted that only one submission was received.

Be it so resolved that the Town of Channel – Port aux Basques have Manuel’s Construction Ltd., P.O. Box 505, Channel – Port aux Basques provide Granular Material at the quoted prices HST included.

- Class A Granular - \$18.59 per tonne
- Class B Granular - \$17.92 per tonne
- Class C Granular - \$11.95 per tonne
- Pit Run Aggregate - \$7.27 per tonne
- Concrete Aggregate - \$21.24 per tonne
- Washed Stone - \$21.24 per tonne

Moved by – Councillor Keeping

Seconded by Councillor Battiste

MC Unanimously

Equipment Rentals – Councillor Keeping presented the report on the ad the Town placed for the rental of equipment effective May 1<sup>st</sup>, 2018 up to and including April 30<sup>th</sup>, 2019. He noted that only one submission was received.

Be it so resolved that the Town of Channel – Port aux Basques have Manuel’s Construction Ltd., P.O. Box 505, Channel – Port aux Basques provide equipment rentals at the quoted prices, HST included.

- One (1) Hitachi 160LC Excavator - \$126.50 per hour
- One (1) John Deere 120C Excavator - \$115.00 per hour
- One (1) John Deere 210 Excavator - \$143.75 per hour

**Moved by – Councillor Keeping  
Seconded by Deputy Mayor Strickland      MC Unanimously**

**Painting of Street Markings – Councillor Coffin presented the report on the ad the Town placed for the painting of street markings. He noted that only one submission was received.**

**Be it so resolved that the Town of Channel – Port aux Basques have Areco Limited, 55 Lidstone Drive, Hughes Brook, NL provide for the supply and installation of Traffic Paint for Street Markings for the 2018 season at the bid price of \$21,505.00 HST included**

**Moved by Councillor Coffin  
Seconded by Councillor Battiste      MC Unanimously**

**Deputy Mayor Strickland asked if there was a time line set out. The Town Manager said we are looking at having it completed by the end of June.**

**One (1) Rubber Tire Backhoe – Councillor Coffin presented the report on the ad the Town placed for the supply and delivery of One (1) 2017 or Newer 4 Wheel Drive Rubber Tire Backhoe Loader. The Town received interest from a number of companies regarding this tender with three bids submitted by tender closing. Two companies qualified for the requirements of the tender documents provided.**

**Be it so resolved that the Town of Channel – Port aux Basques have Madsen Construction Equipment, 141 Glencoe Drive, Mount Pearl, NL provide for the supply and delivery of one (1) 2018 Case 580SN 4 Wheel Drive Backhoe Loader at the submitted price of \$150,995.00 HST Included.**

**Moved by Councillor Coffin  
Seconded by Councillor Keeping      MC Unanimously**

**Planting Services – Deputy Mayor Strickland presented the report on the ad the Town placed for the labour services required for planting and maintenance of flowers at various town locations. He noted that only one submission was received.**

**Be it resolved that the Town of Channel – Port aux Basques have Daniel Clarke, P.O. Box 5, Grand Bay East, NL provide planting services for the 2018 season at the bid price of \$8,300.00 HST Included**

**Moved by Deputy Mayor Strickland  
Seconded by Councillor Battiste      MC Unanimously**



Councillor Keeping noted that we need to look at the median area by the train site as well. The Public Works Committee will review this when they meet.

Grass Cutting Services – Councillor Blackler presented the report on the ad the Town placed for lawn maintenance and grass cutting services at various town locations. He noted only one submission was received.

Be it so resolved that the Town of Channel – Port aux Basques have Mason Adey, 53 LeGallais Street, Channel – Port aux Basques, NL provide Lawn Maintenance and Grass Cutting Services at the quoted price per service.

Citadel Street Soccer Field - \$120.00  
Hardy's Arterial Softball Field - \$100.00  
Andy's Rainbow Park (Rat Island Cove) - \$160.00  
Town Hall property - \$30.00  
High Street property (Town Sign) – \$60.00  
Town Depot property - \$30.00

Moved by – Councillor Blackler  
Seconded by Councillor Battiste                      MC Unanimously

Deputy Mayor Strickland asked if there were responsible for providing the equipment i.e. sit on lawn mower. It was noted that they did all the areas last year with their own equipment. It was also noted that we caution them to wear their personal protective equipment when mowing the areas.

**Motions to Borrow:** The Town Clerk advised that she had received financing quotes from the three local banks in town for the purpose of borrowing for our share of the 2017/2018 Municipal Capital Works Projects – Water Treatment Plant Roof; Caribou Road Waterline and Paving Projects. The Town Clerk advised she had also received financing quotes for the purpose of purchasing a 2018 Backhoe.

The Town Clerk said all three submissions were comparable however two of the banks had submitted the exact same rates which were the lowest. She suggested we award the larger loan for our portion of the 2017/2018 Municipal Capital Works to the Leading Edge Credit Union as this will be our first time using their financial institution and the other one to BMO as they both quoted the same rates.

It was moved by Deputy Mayor Strickland and seconded by Councillor Blackler

Be it resolved that the Town of Channel – Port aux Basques borrow from the Leading Edge Credit Union \$222,512.91 for the Town's portion of the 2017/2018 Municipal Capital Works for a term of 5 years/amortized over a five year period. The rate will be 3.99%

In favour 6 ; Opposed 0 ; Motion Carried

It was moved by Deputy Mayor Strickland and seconded by Councillor Blackler

Be it resolved that the Town of Channel – Port aux Basques borrow from the Bank of Montreal \$136,927.51 for the purchase of a 2018 4 Wheel Drive Rubber Tire Backhoe for a term of 5 years/amortized over a five year period. The rate will be 3.99%

In favour 6 ; Opposed 0 ; Motion Carried

**17A Stadium Road (former Bruce Arena site):** The Town Manager said he proposes the Town transfer title of the land at 17A Stadium Road to Gateway Village Corporation, a non-profit arms at length of Council entity for the nominal fee of \$1.00. He noted that should the application for low income housing as submitted by Gateway Village Corporation be approved they must show proof of ownership of the land proposed to construct the units on.

It was moved by Councillor Keeping and seconded by Deputy Mayor Strickland that

Be it resolved that the Town of Channel – Port aux Basques transfer ownership of land at 17A Stadium Road to the Gateway Village Corporation for the nominal fee of \$1.00. The purpose of the transfer is for the construction of low income housing should Gateway Village Corporation be successful in obtaining funding for same.

In favour 6 ; Opposed 0 ; Motion Carried

**Muster Stations:** Deputy Mayor Strickland said he noticed the Muster Station signs around town work areas and was wondering if any education has been put in place for staff under the direction of Occupational Health & Safety.

The Town Manager said the layout plan for staff is in place. Deputy Mayor Strickland asked if an evacuation plan has been put in place.

The Town Manager advised it is the duty of the OHS Committee Co-chairs to make sure this is done.

**Adjournment:** With no further business it was moved by Councillor Battiste the meeting be adjourned at 9:43 pm.

  
John Spencer  
Mayor

  
for  
Julia Ingram  
Town Clerk