

**Town of Channel – Port aux Basques**  
**1868<sup>th</sup> Regular Meeting, February 27<sup>th</sup>, 2024**

The 1868<sup>th</sup> Regular Meeting of Council convened at 6:00 pm, Deputy Mayor Andrews presiding. Present in Council Chambers were, Councillors Lane, Ingram, Strickland and Davis. Also present were Town Manager, Nadine Osmond Recreation Manager, Andrew Davis, Economic Development Officer, Shauna Strickland, Public Works Superintendent, Scott Rose and Town Clerk, Holly Walters. Regrets Mayor Button.

**ADOPTION OF MINUTES:** It was moved by Councillor Lane and seconded by Councillor Ingram the 1867<sup>th</sup> Regular Meeting of Council, be adopted as presented and discussed. MC Unanimously

**BUSINESS ARISING FROM MINUTES:**

**Social / Fire Hall Facility:** The Town Manger advised there is a correction from last meeting, she thought both Fire Station had the heat pump installed and the electrician was in to do his part. However, only the Fire Station in Grand Bay was completed. The electrician is going to go down to the Main Fire Station to installed them. She advised she asked him to check and see if the electricity from the social Hall could be disconnected from the Facility and he would get back to her.

**CORRESPONDENCE:** It was moved by Councillor Strickland and seconded by Councillor Davis the correspondence be accepted and dealt with where necessary. MC Unanimously

**Resident on Dennis Hill looking to purchase addition land:** A letter was received from a resident on Dennis Hill who are interested in possibly purchasing more land behind their home. They would like any information on how to start this process if available.

The Deputy Mayor advised that that Public Works Committee would take a look into this.

**Letter received from a resident letting us know they no longer operating:** A letter was received from a resident advising they are no longer operating their business for four years and would like to be taken out for the appropriate years that they didn't operate. Resident advised he had conversations with a former town clerk regarding this.

The Town Manager advised this was looked into and the resident had been taken out for business taxes for some years but she will review. We will contact Municipal Assessment Agency regarding the land ownership.

**Letter received from a resident regarding water issues:** A letter was received from a resident on Seawards Lane regarding on going water issues. They advised they have been sending letters to the Town Council since 1989.

The Deputy Mayor advised that Public Works Committee should revisit this site and take a look at the water issue that is being brought forward.

**Letter received from a resident looking to start a homebase business:** A letter was received from a resident on Savory's Lane looking to start a home base business. This business would be plumbing and gas fitting, sewer inspections(camera) and repairs, water wells, boilers (repairs) and installed, propane installation and services.

It was moved by Councillor Keeping and seconded by Councillor Lane that Council would permit this business, under all acts and regulations to be followed. Any changes to the business they must let the Town know. In favour 6 / 0 Against Motion Carried

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**COMMITTEE REPORTS:**

**Economic Development Committee February 15, 2024 in attendance: Mayor Button, Councillor Keeping, Councillor Strickland, Town Manager, Nadine Osmond, and Economic Development Officer, Shauna Strickland.**

- 1) The minutes of the December 8 meeting was adopted at the December council meeting.
- 2) Business Arising from Minutes:
  - a) Grand Bay West Final Report: It was agreed to connect via google meet with Rachael with Mills and Wright. The committee is looking for direction on the next phase of the project. A meeting will be scheduled for Feb 21.
  - b) SEP Survey Deadline: It was agreed that the cut off date for the survey will be March 1, 2024.
  - c) Industrial Facility: Things are progressing well. It was agreed to arrange a meeting with John Osmond.
  - d) Legacy Project 2023: This project allowed us to purchase infrastructure for upcoming events.
  - e) Sense of Arrival Project: A consultant is hired through Tourism Southwest to look at creating a sense of arrival for visitors when they enter the province via Marine Atlantic.

**3) New Business**

- a) Beautification Grant: An application was submitted to access some funding for beautification.
- b) High School Summer Application: An application was submitted for summer employment under the high school program through the province.
- c) JCP Intake: The application process is not open at this time.
- d) Meeting with Crafters: There are a group of crafters that are seeking to offer year-round craft fairs and events. It would be a great opportunity for the area and a possible location is the Railway Heritage Museum.
- e) Meeting – Stephenville: Shauna and Nadine will plan a trip to Stephenville in the future to get a tour of the port and to establish a relationship as a neighboring port.
- f) Go Western NL Sponsorship: There was a request to do an annual sponsorship with Western DMO. It is recommended to continue with the sponsorship.
- g) Legacy Project 2024: A funding application was submitted to purchase safety lighting, reflective markers and other infrastructure to support festivals and events.
- h) Accelerator Fund: The town is working to access funds that will support the business environment and future development in the housing sector. Details will be released on Feb 19, 2024.
- i) Meeting with Contractors: A meeting was held with local contractors to promote the provincial funding program that is designed to help stimulate housing development.

**4) Other Business:**

There was an inquiry on a shipping vessel seeking approval to come into the port. Nadine and Shauna are working with Marine Atlantic to answer some of the questions. It was agreed that a port committee should be established.

It was moved by Councillor Lane and seconded by Councillor Keeping to accept the Economic Development Report as presented. MC Unanimously

**NEW BUSINESS:**

**Project Updates:** The Town Manger gave an update on the number of projects that we have coming up. We have a project with ACOA that is the Regional Emergency Center. We are expecting a draft RFP document from the consultant in a couple of days, so maybe by Friday, for us to review.

For the two buildings that we have on Grand West Road the consultant is working on the RFP. They're hoping to have that early next week to go out. They are just finalizing the details to make sure everything is clear.

We have a project that is under the GICB funding, which is the Green and Inclusion Community Building Program. This is the one for the roof for the Bruce II. We had received a couple of quotes for the roof assessment from the consultant. They made a recommendation and we accepted the recommendation. That company will be out weather permitting soon to do the assessment. The Town Manager advised she mentioned where we have snow and water dripping on the lights around the pool area. It is a continuous problem with water leaking into the external lights and causing issues. She also inquired about some sort of feature that could catch a bit of snow above the doors. The Town Manager asked Council to think about other features or concerns.

The consultant and the contractor went up to the affordable housing units on Stadium Road this morning to do a review of the two units that were having trouble with the freezing of the pipes. They did see that the blown in insulation was not quite covering the pipe in one unit and level in the other. The contractors will add in the blown in insulation to correct this.

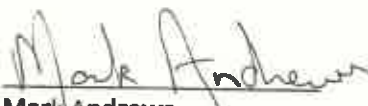
The Town Manager advised we got an update today on the Salt Shed as we inquired about the location. Council will have a discussion with Transportation and Infrastructure.

**Motions:**

The Town Manger advised with Holly Walters taking over the Town Clerk position they would need a motion for her to be able to take the ATIPP Coordinator responsibilities.

It was moved by Councillor Lane and seconded by Councillor Strickland that Holly Walters will be the ATIPP Coordinator. In favour 6 / Against 0 Motion Carried

**Adjournment:** It was moved by Councillor Strickland and seconded by Councillor Davis that with no further business the meeting was adjourned at 6:30pm. MC Unanimously

  
Mark Andrews  
Deputy Mayor

  
Holly Walters  
Town Clerk