

The Seventy-Fifth meeting of the Fifteenth Town Council of the Town of Bay Roberts took place in the Town Hall, Tuesday, February 19, 2008, at 7:35 p.m.

Members Present      Mayor Glenn Littlejohn  
                                 Councillor Gerald Greenland  
                                 Councillor Dennis Brown  
                                 Councillor Walter Yetman  
                                 Councillor Bill Seymour

Also Present            Town Manager Edwin Fradsham  
                                 Town Clerk Shirley Hawe  
                                 Fire Chief Clarence H. Russell  
                                 Green's Road Resident

Members Absent      Deputy Mayor Melvin Walsh  
                                 Councillor Clarence G. Mercer

### **Minutes**

Mayor Littlejohn asked if there were any errors or omissions to the minutes of the regular meeting of January 29, 2008, and the special meeting of February 11, 2008, which had been circulated with the agenda.

Discussion and update regarding the following:

- ▶ Update on request for x to submit a revised site plan at 76-82 Cross Road.
- ▶ Update on request regarding sale of Victoria Loyal Orange Lodge No. 3.
- ▶ Mayor Littlejohn will attend the Eastern School District Roundtable Session on Wednesday, February 27, at the Western Regional Office, Spaniard's Bay.
- ▶ The business luncheon for real estate agencies and others was well attended and received a very positive feedback.
- ▶ Councillor Brown will be attending the next UMC meeting scheduled for February 29 to March 1 at Portugal Cove / St. Philips.
- ▶ The National Defence tactical military training exercise will not be taking place at the Wilbur Sparkes Recreation Complex, as previously planned.

- ▶ To date, five interested parties have requested the Terms of Reference for the Multi-Purpose Recreation Facility Feasibility Study.

**Motion 2008 - 36 - Seymour/Yetman**

Resolved that minutes of the regular meeting of January 29, 2008, be adopted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Motion 2008 - 37 - Brown/Yetman**

Resolved that minutes of the special meeting of February 11, 2008, be adopted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Additions to Agenda**

Public Works Committee minutes of February 14, 2008.

**New Business**

**Item 1 :** x spoke about his concerns regarding water problems at his Green's Road residence. X requested that an emergency overflow pipe be installed in the manhole located at the intersection of Green's Road and Green's Road Extension.

**Motion 2008 - 38 - Seymour/Greenland**

Resolved that x concerns be referred to the Public Works Committee for further review and recommendation.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0

Abstaining: 0  
Motion Carried.

Green's Road resident left the Chambers.

**Item 2 :** Letter received from x requesting the culvert on Sawdust Road next to Speedy Auto Glass be inspected for possible blockage.

**Motion 2008 - 39 - Seymour/Yetman**

Resolved that x water flooding concerns be referred to the Public Works Committee for review and recommendation.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 3 :** Letter received from x regarding water flooding problems at Country Road.

**Motion 2008 - 40 - Greenland/Brown**

Resolved that x be advised that the catch basin cover has been cleared of debris and their water flooding problems should now be alleviated.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 4 :** Letter and financial statement received from the Bay Arena Board of Directors.

**Motion 2008 - 41 - Greenland/Seymour**

Resolved that approval be given for the new Board to operate the Bay Arena for 2008.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour

Opposed: 0  
Abstaining: 0  
Motion Carried.

Town Manager to arrange a meeting with the Executive of the Bay Arena to clarify details of the financial statement.

**Item 5 :** Letter received from x requesting Council make an onsite visit to 76-82 Crossroads regarding accessibility concerns for adjacent properties.

It was decided that the Town Manager will contact x and clarify green belt requirements for 76-82 Crossroads.

**Item 6 :** Letter received from x requesting permission to construct a storage/repair facility for equipment and trailers when needed and necessary, behind 255-257 Shearstown Road.

**Motion 2008 - 42 - Yetman/Greenland**

Resolved that the x request be referred to the Planning and Development Committee for further review and recommendation.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 7 :** Letter received from x regarding business tax for x.

**Motion 2008 - 43 - Seymour/Yetman**

Resolved that x be referred to the Finance Committee for review and recommendation.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 8 :** Letter received from Coley's Point Primary School regarding safety concerns with vehicle operators parking on Sod Lane to drop off and pick up children at school.

**Motion 2008 - 44 - Yetman/Seymour**

Resolved that Coley's Point Primary School bussing safety concerns be referred to Municipal Enforcement Officer Perry Bowering for review and recommendation.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 9 :** Letter received from x regarding the Duck Crossing on Water Street.

**Motion 2008 - 45 - Yetman/Brown**

Resolved that Municipal Enforcement Officer Bowering is to determine ownership of the ducks as a first step in taking action regarding this matter.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 10 :** Letter received from Fire Commissioner regarding a study on radio communications capability.

It was decided that Fire Commissioner's letter be referred to Municipal Enforcement Officer Bowering for response regarding Avalon North Wolverines Search & Rescue radio capabilities from their building at Station Road.

**Item 18 :** Notice received from the Canadian Red Cross regarding an Atlantic Conference on Disaster Management being held from May 8 to 9 at Halifax, Nova Scotia.

**Motion 2008 - 46 - Yetman/Brown**

Resolved that Deputy Mayor Walsh and Fire Chief Russell attend the Disaster Management Conference.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 11 :** Letter received from the Bay Arena Minor Hockey Association Limited requesting financial assistance for their minor hockey program.

**Motion 2008 - 47 - Brown/Seymour**

Resolved that the \$500.00 annual donation be given to the Bay Arena Minor Hockey Assoc.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 12 :** Letter received from the Lung Association NL requesting support for their provincial campaign to ban smoking in cars with children.

**Motion 2008 - 48 - Greenland/Yetman**

Resolved that the Lung Association NL correspondence be placed on file

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 13 :** Correspondence received from M-RON advising that February is Supported Employment Awareness Month throughout Newfoundland and Labrador.

Mayor Littlejohn will sign a proclamation proclaiming the month of February as “Supported Employment Awareness Month” in the Town of Bay Roberts.

**Item 14 :** Letter received from M-RON requesting a representative from Council to sit on the Baccalieu Homestead Project Steering Committee.

It was decided to wait and see if either Deputy Mayor Walsh or Councillor Mercer will be interested in sitting on the Homestead Project Steering Committee.

**Item 15 :** Joint Councils of Conception Bay North minutes of January 31 were tabled for discussion.

**Motion 2008 - 49 - Seymour/Greenland**

Resolved that Joint Councils minutes of January 31, be accepted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 16 :** Email received from Green Conception Bay Coordinator, announcing a new Regional Environmental Sustainability Initiative for Municipalities in Conception Bay.

**Motion 2008 - 50 - Yetman/Seymour**

Resolved that the Green Conception Bay correspondence be referred to the Green Committee and the Joint Management Committee.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

**Item 17 :** Email received from MNL regarding a Call for Nominations for the 2008 Southcott Awards for built heritage preservation, and also, a proclamation proclaiming February 18 as Heritage Day.

It was decided to place the above noted MNL email on file.

**Committee Reports**

**Tourism / Heritage**

**Motion 2008 - 51 - Seymour/Yetman**

Resolved that Pigeon Inlet Steering Committee minutes of January 14 & 21, and Heritage Advisory Board minutes of January 14, be tabled for discussion at the next meeting of council.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

### **Public Works**

#### **Motion 2008 - 52 - Seymour/Brown**

Resolved that the Public Works Committee minutes of February 14, be accepted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

### **Finance**

#### **Motion 2008 - 53 - Brown/Yetman**

Resolved that Accounts Payable for January 2008 be tabled for discussion at the next council meeting.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

Councillor Brown tabled a Finance Committee report recommending a breakdown of expenditures for Petty Cash and Miscellaneous be provided quarterly. Also, recommended obtaining a Town credit card to be used for travel (airline and hotel) expenses and some miscellaneous expenses and the accumulated points be used to offset such expenses.

### **Economic Development**

Councillor Brown presented information on the Community Accounts Profile for our municipality. To obtain accurate information on the Town of Bay Roberts, 3 different profile sites must be accessed (Bay Roberts, Coley's Point & Shearstown). Mayor Littlejohn and Councillor Brown met this morning with Community Accounts to request changes be made to combine all postal codes for our municipality under one profile. X concurred with this request and will ask the Assistant Deputy Minister and others for approval to make the necessary changes.

### **Special Events**

#### **Motion 2008 - 54 - Greenland/Brown**

Resolved that Special Events Committee minutes of January 30, be accepted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

### **Green**

#### **Motion 2008 - 55 - Seymour/Yetman**

Resolved that Green Committee minutes of February 14, be accepted.

In favour; Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

### **Fire Department**

Fire Chief Russell gave a report regarding pumping basements and blocked ditches during the Valentine Day rain storm. Also, the annual Fireman's Ball is being held on March 29 .

### **UMC**

#### **Motion 2008 - 56 - Brown/Yetman**

Resolved that Urban Municipalities Committee minutes of November 17, 2007, be accepted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

### **50 Plus Club**

#### **Motion 2008 - 57 - Brown/Greenland**

Resolved that 50+ Club report of February 7, be accepted.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

### **Wetlands**

Mayor Littlejohn and Councillor Seymour will be attending the meeting tomorrow at Spaniard's Bay Town Hall.

### **Adjournment**

#### **Motion 2008 - 58 - Brown/Yetman**

Resolved that the meeting do now adjourn at 9:15 p.m.

In favour: Mayor Littlejohn  
Councillors: G. Greenland, D. Brown, W. Yetman and B. Seymour  
Opposed: 0  
Abstaining: 0  
Motion Carried.

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Glenn Littlejohn  
Mayor

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Shirley Hawe  
Town Clerk