

The Thirty Seventh meeting of the Fourteenth Town Council was held in the Town Hall with the following in attendance:

Mayor Wilbur Sparkes  
Deputy Mayor Glenn Littlejohn  
Councillor Gerald Greenland  
Councillor Perry Bowering  
Councillor Dennis Brown  
Councillor Melvin Walsh  
Councillor Bill Seymour

Meeting commenced at 7:05 p.m.

Also, in attendance: Mr. George E. Lee, President of Newfoundland Marketing International Inc.

Mr. Lee gave a report with regard to the Canadian Cultural Connection with China. Mr. Lee outlined two components he is presently working on.

1. Bring twenty people, approximately seventeen years of age, here this summer from China for four weeks of learning and experience our culture, history and English as a second language. These students will be capable of paying their own way. A summer Homestay Program will be in place, with local families hosting these students. Also, potential visiting parents of these students could provide a positive economic aspect to this pilot project.

2. China has the fastest growing economy in the world. A twinning agreement could be signed with the Town of Zhoushan, China, and funding may be available to promote twinning relationships. The Town of Zhoushan the largest fishing port in China and they are experiencing similar problems in their fishery as we are here. It would be a learning opportunity for both towns.

Mr. Lee will be meeting with the Mayor of Zhoushan in February and more information will be gathered for further discussion.

Also, in attendance: Mr. Paul Somerton, 27 Earle's Road, Shearstown.

Mr. Somerton addressed Council with his concerns for snow clearing operations on Earle's Road. He felt that snow clearing was not being done as timely as elsewhere.

This matter was deferred to the Public Works Committee.

January 13<sup>th</sup>, 2004

Page 2

Concerns arising from minutes of December 9<sup>th</sup>, 2003.

Councillor Greenland requested that the Town Manager check with the Dept. of Municipal & Provincial Affairs regarding tax issues which relate to quarry operations.

Also, the Town Manager is to check with Dept. of Mines and Energy to inquire if any further action has been taken with regard to the water ponding at the quarries of Mr. David B. Snow and Mr. Bob Rice.

Town Manager informed that a date has not been set for the appeal by the Canadian Training Institute to the Regional Appeal Board.

Mayor Sparkes suggested that the process presently used by which concerns are raised at council meetings be reconsidered.

Councillor Greenland asked that this matter be turned over to the Executive Committee of Council.

Councillor Walsh inquired as to whether Mr. Graham Sparkes was satisfied with the agreement put forward regarding restoration of his land off Hayward's Road.

The Town Manager informed that Mr. Sparkes accepted the \$1500.00 and consented to restore the topsoil and the land to its original condition. Mr. Sparkes has started work on restoring the topsoil and the remaining \$1500.00 will be paid to Mr. Sparkes upon completion of agreement, therefore, discharging the Town of any further obligations or responsibility.

Minutes of December 9<sup>th</sup>, 2003 were approved.

Letter received from Mr. Thomas W. Marshall, Minister of Justice, advising that additional Police Officer funding will be requested for the Fiscal 2004/05 period.

Letter received from Mr. Robert Cotter, Acting Secretary for the Eastern Regional Appeal Board, regarding the appeal of Mr. Nelson Bennett. The Appeal Board has decided to uphold the decision of Council to issue an approval in principle to permit the creating of a 3.75 acres parcel of land by infilling Bay Roberts Harbour by Harbour International Ltd.

Letter received from Mr. Wayne Vokey regarding the clean up of 41 South Road and advises that he will tend to this matter in the new year.

Letter to be placed on file.

January 13<sup>th</sup>, 2004

Page 3

Letter received from Dr. Wayne Brace regarding parking concerns on the parking lot between Kelly's Landing and Mercer's Cycle Shop.

It was moved by Councillor Greenland and seconded by Councillor Bowering that the Town Manager write Mrs. Donna Bishop of Kelly's Landing requesting that she inform her staff and patrons that the parking lot between Kelly's Landing and Mercer's Cycle Shop is a public use area for everyone. Also, Mercer's Cycle Shop be written advising that all vehicles including buses are not permitted to be parked on the public parking lots adjacent (east & west) of their property for ongoing and round-the-clock periods of time. All scraped vehicles and debris such as tires, etc. on the public parking lot and their property are to be removed immediately. Council will not tolerate this type of diffidence in the future. Also, Dr. Wayne Brace be written acknowledging his concerns.

Motion Carried.

Letter received from Mr. Trevor Dixon of Tri-Pen Frost AAA Mid get Hockey Team requesting sponsorship of \$500.00 to have the Town's name prominently displayed on two jerseys.

It was moved by D.M. Littlejohn and seconded by Councillor Walsh to sponsor two jerseys at a total cost of \$500.00.

Motion Carried.

Letter received from Conception Bay Senior Stars seeking financial support for Senior Hockey.

It was decided that Conception Bay Senior Stars be written advising that their request does not comply with our donation policy.

Letter received from Mr. Darrin Pike, Principal, Ascension Collegiate, soliciting support for their Eleventh Annual Dinner and Auction scheduled to take place on March 13<sup>th</sup>, 2004.

It was moved by D.M. Littlejohn and seconded by Councillor Walsh that this request be turned over to Mr. Ron Delaney who will issue two tickets to the 2004 Klondyke Concert for auction.

Motion Carried.

Application received from Mr. Andrew Drover requesting permission to build a residence on the old railway track off Heney's Pond Road.

It was decided that this request be turned over to the Public Works Committee for further investigation.

Letter received from Ms. Wanda Lambert, Dept. of Finance, issuing an invitation to Mayor Sparkes to join with the Minister of Finance in a Round Table Discussion with respect to Pre-Budget Consultations 2004.

Letter to be placed on file.

InfoNote received regarding the sale by tender of used trucks by the Towns of Gander and Peterview.

Letter received from FCM regarding the 2004 Sustainable Communities National Conference and Trade Show taking place in Ottawa on February 4-7, 2004.

Letter received from Mr. Jim Itsou, The Canadian Institute, advising of the 4<sup>th</sup> Annual Conference on Safe Drinking Water being held in Toronto on April 26 & 27, 2004.

InfoNote received informing that the NLFM has entered into a three-year agreement with Air Labrador that will result in substantial cost savings for members.

Letter received from NLAMA advising that the NLAMA Convention Committee is in the process of organizing the Education Sessions for our 32<sup>nd</sup> Annual Convention and seeking input from municipal administrators.

The Town Manager will reply to this.

InfoNote received from Deputy Mayor Herbert Brett, President of NLFM, wishing members a Merry Christmas and prosperous Happy New Year.

InfoNote received from NLFM welcoming Deputy Mayor Sam Stack to the position of Avalon Director to the Board of Directors.

Letter received from the FCM, dated December 12<sup>th</sup>, 2003, advising members of today's swearing in of Paul Martin as Canada's 21<sup>st</sup> Prime Minister marks the beginning of a new intergovernmental relationship for Canada's cities and municipalities. Also, a letter from Prime Minister Paul Martin advising of a New Deal for Canadian cities, both big and small, that will bring their concerns to the centre of government decision making.

Letter received from the FCM updating on the Liberal Caucus Retreat and the New Deal put forth by Prime Minister Paul Martin and his Cabinet.

Payables account to the Bank of Montreal was presented. It outlined the monthly payments and interest on the water and sewer loan for 2003.

January 13<sup>th</sup>, 2004

Page 5

Councillor Brown and Councillor Walsh presented a tentative Policy and Procedures Submission #1 Manuel for employees which included the following: Hours of Work, Holidays, Sick Leave, Bereavement/Compassionate Leave, Voting Day Leave, Leave of Absence Without Pay, Jury Duty Leave, Pay Administration, Vacation, Vacation Pay, Retirement, Severance Pay, Bonuses, Pension, Medical Insurance and Travel Allowance.

Much discussion took place with regard to this document and suggestions were made which will be taken into consideration before the Manuel is finalized.

Letter received from Mr. Thomas Deering seeking permission to operate a automotive repair garage located at 29A Pit Road, Butlerville.

It was decided that this request be turned over to Public Works Committee.

D.M. Littlejohn tabled a report of Revenue & Expenses for the period, January 2<sup>nd</sup>, 2003 to December 31<sup>st</sup>, 2003. Total income - \$3,245,900.55 and total expenses - \$3,223,103.14.  
Bank balance at December 31<sup>st</sup>, 2003 - \$5,009.00.

It was resolved that the Town would borrow from the Bank of Montreal an amount of \$5,176,000.00 plus charges incurred this year of \$450,427.00 and \$150,000.00 to cover the cost of refinancing our debt charges on the Town's water and sewer projects. It was also resolved that the Mayor and Town Manager or Town Clerk would be responsible to sign all related documents and promissory notes.

#### Councillor Concerns

Councillor Greenland requested the status on the dam.

The Town Manager advised that we are waiting on reports from government departments and it will be early spring before the work will be carried out.

Councillor Greenland requested that all future advertising would include all Council members names.

Councillor Bowering suggested that all residents be advised that they are to use standard garbage bags and not small grocery bags for garbage collection. Failure to comply with this request will result in their garbage not being collected. Also, residents be asked to adopt the fire hydrants in their area by clearing them of snow which would help out in times of emergency.

January 13<sup>th</sup>, 2003

Page 6

It was approved for the Town Manager, Councillor Bowering and Mr. Ron Delaney to attend the Winter Lights Competition in Winnipeg.

Councillor Walsh will attend the Urban Municipalities Committee meeting on January 23<sup>th</sup> & 24<sup>th</sup> in Corner Brook.

Mr. Ron Delaney advised of a Coloring Contest offered during our Festival of Lights. A young girl, Adhisti Alfira, from Jakarta, Indonesia, downloaded the picture from our website, colored it and mailed it back to us.

It was suggested that Adhisti Alfira be sent a Festival of Lights t-shirt in recognition of her effort.

It was moved by Councillor Greenland and seconded by Councillor Walsh that the meeting be adjourned at 9:55 p.m. and that we go to a privileged meeting.  
Motion Carried.

Privileged meeting commenced 10 p.m.

Letter presented from Mr. Edwin Fradsham, Town Manager, requesting that Mrs. Shirley Hawe be officially appointed to the position of Town Clerk, Ms. Christine Bradbury be officially appointed to the position of Accounts Receivable Clerk and Mr. Ian Flynn be appointed to the position of Program Officer.

It was moved by Councillor Greenland and seconded by Councillor Bowering that approval be given to the Town Managers' request.  
Motion Carried.

It was moved by D.M. Littlejohn and seconded by Councillor Bowering that the meeting be adjourned at 10:05 p.m.  
Motion Carried.

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Wilbur Sparkes  
Mayor

Shirley Hawe  
Town Clerk