

**Town of Bay Roberts
Minutes of Regular Council Meeting
Tuesday, October 25, 2011**

Forty Third Meeting of the Sixteenth Town Council
Town Hall, 321 Water Street, Bay Roberts, NL

In Attendance:

Council

Mayor Glenn Littlejohn
Deputy Mayor Philip Wood
Councillor Clarence G. Mercer
Councillor Gerald Greenland
Councillor Melvin Walsh
Councillor Bill Seymour

Staff

Nigel Black, Chief Administrative Officer
Shirley Hawe, Town Clerk

Public

Fire Chief Clarence H. Russell
Nicholas Mercer, Compass Correspondent
Former Mayor Eric Dawe, Council Family Members and other
Staff Members

Absent

Councillor Walter Yetman

Call to Order

Mayor Littlejohn called the meeting to order at 6:05 p.m.

1.0 Changes in Council Chair & By-Election

1.1 Position of Mayor

Mayor Littlejohn tabled his letter of resignation as Mayor of the Town of Bay Roberts.

Motion 2011 – 1078 – Seymour/Greenland

Resolved, that Mayor Littlejohn's letter of resignation as Mayor of the Town of Bay Roberts is accepted.

Carried unanimously

Mr. Littlejohn removed the Chain of Office and Deputy Mayor Wood took Chair.

Motion 2011 – 1079 – Mercer/Seymour

Resolved, that Deputy Mayor Wood would assume the position of Mayor for the remaining term of the current Council.

Carried unanimously

1.0 Changes in Council Chair & By-Election

1.2 Position of Deputy Mayor

Motion 2011 – 1080 – Greenland/Walsh

Resolved, that Councillor Seymour would assume the position of Deputy Mayor for the remaining term of the current Council.

Carried unanimously

1.2 By-Election to Fill Vacancy

Motion 2011 – 1081 – Walsh/Mercer

Resolved, that a by-election will be held on Tuesday, December 6, 2011 to fill the councillor seat vacancy.

Carried unanimously

M.H.A. Littlejohn, former Mayor Eric Dawe, council family members and other staff members left the Chambers

Meeting recessed at 6:35 p.m. and resumed at 7:00 p.m.

2.0 Agenda

2.1 Approval of Agenda

Motion 2011 – 1082 – Mercer/Seymour

Resolved, that regular meeting agenda for October 25, 2011 be accepted.

Carried unanimously

3.0 Minutes

3.1 Approval of Minutes

Motion 2011 – 1083 – Walsh/Greenland

Resolved, that regular meeting minutes for October 12, 2011 be adopted as presented.

Carried unanimously

4.0 New Business / Staff Reports

4.1 Residential Building Application – 4 Adler Place

Motion 2011 – 1084 – Walsh/Mercer

Resolved, that approval is given applicant, as per submitted application, to construct a dwelling at 4 Adler Place, subject to the Town's Municipal Development Regulations and those required by all other regulatory departments.

Carried unanimously

4.0 New Business / Staff Reports

4.2 Commercial Occupancy – 242-244 Conception Bay Highway

Motion 2011 – 1085 – Mercer/Seymour

Resolved, that approval is given applicant, as per submitted application, to open and operate, The Mattress Store, at 242-244 Conception Bay Highway, subject to the Town's Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Carried unanimously

4.3 Commercial Occupancy – 242-244 Conception Bay Highway

Motion 2011 – 1086 – Mercer/Walsh

Resolved, that approval is given applicant, as per submitted application, to open and operate, Universal Corporate Wear, at 242-244 Conception Bay Highway, subject to the Town's Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Carried unanimously

Executive / Finance Committee Recommendations

4.4 Motion 2011 – 1087 – Walsh/Mercer

Resolved, that the Executive/Finance Committee recommendations report dated October 19, 2011, regarding tax account's: ROACE001 – FRENB004 – DEERJ001 – YETMM002 – MADRO002; is accepted.

Carried unanimously

Planning Committee Recommendations – October 20, 2011

4.5 Commercial Building Application – Fitzgerald's Business Park

Motion 2011 – 1088 – Walsh/Greenland

Resolved, that applicant must publish their intent to construct a cabinet manufacturing building at 368-416 Conception Bay Highway (Lot 11), Fitzgerald's Business Park, Birch Hills.

Carried unanimously

4.6 Residential Building Application – Property Situated off Earle's Road

Motion 2011 – 1089 – Mercer/Walsh

Resolved, that a decision regarding the residential building application for property situated off Earle's Road is deferred until next regular meeting of Council.

Carried unanimously

4.0 New Business / Staff Reports

4.7 Display of Vehicles for Sale – Country Road / Shearstown Road

Motion 2011 – 1090 – Greenland/Walsh

Resolved, that approval is given applicant to display vehicles for sale on private land situated at the corner of Shearstown Road & CB Highway with the permission of the property owner, however, approval cannot be granted to businesses to operate on Town roads or within the Town road allowances such as at the end of Country Road.

Carried unanimously

4.8 Land Offer – Bowering's Lane

Motion 2011 – 1091 – Seymour/Mercer

Resolved, that the offer to sell land situated at Bowering's Lane to the Town be placed on file.

Carried unanimously

5.0 Correspondence for Action

5.1 Santa Claus Parade – Bay Roberts Lions Club

Motion 2011 – 1092 – Seymour/Mercer

Resolved, that the annual donation of \$500 be given to the Bay Roberts Lions Club in support of the 2011 Santa Claus Parade.

Carried unanimously

5.2 Toy Tree Project – Steele Communications

Motion 2011 – 1093 – Walsh/Greenland

Resolved, that Steele Communications' correspondence is placed on file.

Carried unanimously

5.3 Fire Department Level of Service – Fire and Emergency Services NL

Motion 2011 – 1094 – Mercer/Seymour

Resolved, that authorization is given the Bay Roberts Fire Department to use an AED for emergency response-non medical services.

Carried unanimously

5.4 FCM Membership – Renewal

Motion 2011 – 1095 – Walsh/Mercer

Resolved, that the 2012-2013 FCM membership be renewed in the amount of \$1,027.

Carried unanimously

6.0 Correspondence for Information

6.1 Partnership Agreement – Eastern School District

Motion 2011 – 1096 – Walsh/Seymour

Resolved, that Eastern School District's correspondence is placed on file.
Carried unanimously

6.2 Building Healthy Communities – MUN Medical School

Motion 2011 – 1097 – Walsh/Mercer

Resolved, that MUN's correspondence regarding building healthy communities is referred to the Recreation Director for consideration.
Carried unanimously

6.3 Atlantic WoodWorks! Program – Maritime Lumber Bureau

Motion 2011 – 1098 – Mercer/Greenland

Resolved, that Maritime Lumber Bureau's correspondence is placed on file.
Carried unanimously

7.0 New Business / Committee Reports

7.1 Municipal Enforcement Committee Update

Motion 2011 – 1099 – Walsh/Seymour

Resolved, that a twelve (12) month contract be entered into with PCO (pest control services) and, that the MEO work with and educate residents regarding a rodent problem in the area of North Road/Parade Street, Coley's Point.
Carried unanimously

7.2 Motion 2011 – 1100 – Walsh/Mercer

Resolved, that Municipal Enforcement Committee report of October 20th is accepted.
Carried unanimously

8.0 Councillor Concerns / Notice of Motion

8.1 Cable Building Trust Agreement

Motion 2011 – 1101 – Mercer/Greenland

Resolved, that the Deed of Trust between the Bay Roberts Heritage Society and the Town of Bay Roberts be accepted.
Carried unanimously

8.2 Fire Department

Fire Chief Russell gave an update regarding some issues with burning prohibited materials.

8.0 Councillor Concerns / Notice of Motion

8.3 RCMP Detachment – Restored Full-Time Administrative Services

Motion 2011 – 1102 – Mercer/Walsh

Resolved, that a letter of appreciation be sent to the Trinity Conception District RCMP on hiring a full-time district assistant for the Bay Roberts detachment.

Carried unanimously

9.0 Adjournment

9.1 Motion to Adjourn

Motion 2011 – 1103 – Seymour/Walsh

Resolved, that Council now adjourned the regular meeting at 8:30 p.m.

Carried unanimously

Philip Wood, Mayor

Shirley Hawe, Town Clerk