

1. **CALL TO ORDER**

Regular meeting #5 for 2022 of the Grand Bank Town Council was held on Monday, May 16, 2022 at 4:00 p.m. at the Grand Bank 50+ Club.

Mayor Rex C. Matthews, Councillors George Bennett, Angela Blackwood, Roger Brooks, Jack Burfitt and Stan Burt attended along with Acting Town Manager Sheila M. Dolimount, Recreation/Operations/Maintenance Director Tom Burton, and Town Clerk Michelle Patten. Administrative Clerk Shelly Osmond is working.

Moment of silence for Deputy Mayor Clayton Welsh.

2. **ADOPTION OF AGENDA**

MOTION 2022-3496: J.BURFITT/R.BROOKS

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

3. **DELEGATION**

4. **ERRORS AND OMISSIONS – APRIL 18, 2022**

5. **ADOPTION OF MINUTES**

MOTION 2022-3497: G.BENNETT/R.BROOKS

Motioned that the minutes for April 18, 2022 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

6. **BUSINESS ARISING FROM MINUTES – APRIL 18, 2022**

a. **Office Space**

Councillor Burt questioned if there has been any updates on office space. Mayor Matthews advised he hasn't heard anything but will follow up on it.

7. **INCOMING CORRESPONDENCE FOR ACTION**

a. **Department of Environment and Climate Change**

Received an email regarding Trail Camera Loan Program. Acting Town Manager Dolimount advised that she has placed the Town on the list to borrow a trail camera; which should be available in the next month or so. Also, we will try to have the Town put on the list for a drone service to view the Town's watershed area.

8. **INCOMING CORRESPONDENCE FOR INFORMATION**

a. **Burin Chamber of Commerce**

Received an email regarding the Luncheon Business Session with Wanda Cuff-Young.

b. Department of Municipal and Provincial Affairs

Received a letter advising that the Canada Community Building Fund Committee has accepted the project number 98-2022-7667 for the Roads Upgrades 2022 listed on the Town's Capital Investment Plan in the amount of \$152,580.00.

c. Wooden Boat Museum

Received an email advising the opening of the museum from May 21st to Sept 24th 2022.

d. Ryan Sorrey

Received an email regarding the MISA Atlantic Canadian Executive Summit in Fredericton from June 19-21, 2022.

e. RCMP

Received a letter acknowledging the letter they received from the Town on April 19, 2022.

g. Paul Pike, MHA

Received an email regarding the 2022 Job Creation Program.

h. Department of Transportation and Infrastructure

Received a letter regarding the Cost Adjustment Risks.

i. Burin Peninsula Joint Council

Received an email with the registration link for the Heritage Run & SPM Tourism Forum.

j. Burin Peninsula Ground Search and Rescue

Received a Thank –you letter for recent donation to their volunteer group.

k. Eastern Health

Mental Health First Aid Training on May 18 & 19, 2022.

l. OIPC, Commissioner

Received a newsletter (copy on file).

m. St. Gabriel's Hall

Received an email advising they have created a Regional Calendar of Events which is intended to allow residents and visitors an outlet to find out what is happening in other communities. This calendar is free. Councillor Burt advised it is his understanding that the calendars will be in printed form and distributed to the Town's.

Mayor Matthews suggested we forward the information on our email system to all residents.

9. COMMITTEE REPORTS

a. Finance Committee

Councillor Stan Burt, Committee Chairperson, presented a written report of a meeting the Committee held on May 12, 2022.

Item # 7: Some discussion took place. Mayor Matthews advised that the Town will look into cost/share funding with Government to do the upgrades. In the future we can look at more ways to utilize the building.

Item # 8: Mayor Matthews advised we need to focus on getting the pool open for the summer season and look into repairing the leak later.

Item #9: It was agreed that Recreation/Operations/Maintenance Director Burton investigate the park equipment.

MOTION 2022-3498: S. BURT/R.BROOKS

Motioned that the Finance Committee report of May 12, 2022 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3499: S. BURT/G.BENNETT

Motioned that the Town of Grand Bank accept the tender from Mallay's Industrial Services Ltd., in the amount of \$557,271.31 for the Riverside East Water Main Replacement PH 1 Project No: 17-GI-22-00038.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3500: S. BURT/J.BURFITT

Motioned that the Town of Grand Bank accept an offer of \$985,599.00 from Atlantic Canada Opportunities Agency (ACOA) for the Grand Bank Downtown Development PH 2 Project No: 217558. The successful bidder was Bennett's Construction and Supplies (2011) Ltd., in the amount of \$979,330.80. The Town of Grand Bank will take responsibility for all costs in excess of the approved funding.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3501: S. BURT/R.BROOKS

Motioned that the Town of Grand Bank apply for funding through ACOA under the Rediscover Main Streets Program.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3502: S. BURT/G.BENNETT

Be it resolved that the **Council** directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for **Sanitary Sewer & Potable Water Systems Asset Management**. Be it therefore resolved that the **Town of Grand Bank** commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- **Complete a full condition assessment of the Town's Sanitary and Potable water networks**
- **Update the Town's GIS map-based Asset Management System with location and findings from condition assessment, and**
- **Recommendations to upgrade and repair Town's potable and sanitary networks.**

Be it further resolved that the **Town of Grand Bank** commits **\$12,500** from its budget toward the costs of this initiative.

ALL IN FAVOUR

MOTION CARRIED

b. Development Committee

Councillor Roger Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on May 12, 2022.

Item # 6: After some discussion it was agreed to not sell land as it may be used for future development.

Item # 8: It was agreed to investigate security cameras for the area around the Partanna Building.

MOTION 2022-3503: R. BROOKS/G.BENENTT

Motioned that the Development Committee report be accepted as presented.

ALL IN FAVOUR

MOTION CARRIED

7. OLD BUSINESS

a. Warming Centre

MOTION 2022-3504: S.BURT/A.BLACKWOOD

Motioned that the Town negotiate the purchase of property adjacent to the Salvation Army Building for the construction of a structure to house a generator.

ALL IN FAVOUR

MOTION CARRIED

b. Volunteer Social

Mayor Matthews advised it was one of the best socials he has attended and thanked the committee for a job well done.

c. Retirement Socials

Mayor Matthews advised that changes were made to Policy # 7:

MOTION 2022-3505: A.BLACKWOOD/J.BURFITT

Motioned that Policy # 7 be changed to reflect the changes in red.

POLICY #07

SUBJECT: CERTIFICATE OF SERVICE AWARD

Certificate of Service Awards will be presented to Employees of the Town of Grand Bank when they reach 20, 25, and 30 years of service, and upon Retirement.

Years of Service will be based on the following:

Management Employees - A year is twelve (12) months - this may be pro-rated if started as a temporary employee

Unionized Employees - A year is 2080 hours as per the collective agreement
Service time will be calculated from the date of hire and verified by the seniority list, pensionable time and/or payroll.

Employees who are on leave, other than sick leave, family leave, maternity leave or parental leave, will be deducted this leave time, from their total years of service.

Best efforts will be made to present the Certificate of Service Awards to the employees during an appropriate time of the year when the service is achieved.

- a. At 20 Years - Certificate of Service - \$100 cash
- b. At 25 Years - Certificate of Service - \$200 Cash
- c. At 30 Years - Certificate of Service - Picture & \$200 cash
- d. Retirement with less than 20 years of service but with greater than 10 years of service - Social and appropriate photo. \$100 Cash
- e. Retirement with 20 to 29 years of service - Dinner with Council, **Social with Council & Staff**, appropriate photo or value thereof & \$200 cash
- f. Retirement with more than 30 years of service - Dinner with Council, **Social with Council & Staff**, appropriate photo or value thereof & \$300 cash

ALL IN FAVOUR

MOTION CARRIED

8. NEW BUSINESS

a. Signing Authority - Scotiabank

MOTION 2022-3506: S.BURT/A.BLACKWOOD

Motioned that Town Clerk Michelle Patten and Councillor Roger Brooks be added to the signing authority.

ALL IN FAVOUR

MOTION CARRIED

b. Land for Salvation Army

MOTION 2022-3507: J.BURFITT/G.BENNETT

Motioned that the Town donate two parcels of land at 15A Church Street to the Salvation Army for use in conjunction with their Thrift Store operation.

ALL IN FAVOUR

MOTION CARRIED

c. Approval of 2021 Financial Statement

MOTION 2022-3508: S.BURT/R.BROOKS

Motioned that the Town of Grand Bank accept the 2021 Audited Financial Statement as presented by the accounting company, Byron Smith Chartered Professional Accountant.

ALL IN FAVOUR

MOTION CARRIED

d. Appoint member to Burin Peninsula Waste Management Board

MOTION 2022-3509: R. BROOKS/S. BURT

Motioned that the Town of Grand Bank appoint Councillor Jack Burfitt as the Town's Representative to the Burin Peninsula Regional Service Board.

ALL IN FAVOUR

MOTION CARRIED

e. By Election

MOTION 2022-3510: A.BLACKWOOD/S.BURT

Motioned that, for the June 16, 2022 municipal by-election and in accordance with Section 13 (2) of the Elections Act, Sheila M. Dolimount, Acting Town Manager, be appointed as Alternative Returning Officer (ARO).

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3511: G.BENNETT/A.BLACKWOOD

Motioned that, for the June 16, 2022 municipal by-election and in accordance with Section 14 (3) of the Elections Act, nomination day will be held on May 26, 2022 from 8:00 a.m. to 8:00 p.m. at the Grand Bank Town Office, 2 Church Street.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3512: J.BURFITT/R.BROOKS

Motioned that, for the June 16, 2022 municipal by-election and in accordance with Section 26 (1) of the Elections Act, the advance poll be held on Thursday, June 9, 2022 from 8:00 a.m. to 8:00 p.m. at the 50+ Club, 17 Riverside West, Grand Bank, NL.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3513: R.BROOKS/J.BURFITT

Motioned that, for the June 16, 2022 municipal by-election the number of votes for a recount be set at ten (10) votes as per Section 62 (1) of the Elections Act.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3514: S.BURT/A.BLACKWOOD

Motioned that, for the June 16, 2022 municipal by-election the Town of Grand Bank would not participate in the mail-in voting process.

ALL IN FAVOUR

MOTION CARRIED

12. **COUNCILLORS FORUM**

a. **Email**

Councillor Blackwood advised that she received an email from Fire Chief Snook with regards to his son not receiving a job with the Town and she wondered if other Councillors had received the same email. They indicated they did.

b. **Businesses Operating Without a Permit**

Councillor Blackwood questioned who she would have to speak to regarding a person operating a business without a permit. She was advised to contact the staff regarding this issue.

c. **Speedbumps**

Councillor Bennett asked when the speedbumps will be put out. Acting Town Manager Dolimount advised the speedbumps are already out on Main Street and College Street will put out soon.

d. **Dam**

Councillor Brooks asked if there was an update on the dam. Mayor Matthews advised that Bennett's Construction are onsite constructing the shed to house the suppression system for the Johnson Screen.

e. **Deputy Mayor Clayton Welsh**

Councillors reflected on the passing of Deputy Mayor Clayton Welsh.

f. Regional Government

Councillor Burt advised that Councillor Burfitt and himself attended the meeting on Regional Government on Saturday, April 30th and found it very informative. He felt that most all communities are not in agreement with regionalization.

g. Grand Bank Volunteer Fire Department

Councillor Burt advised that the Fire Department has temporarily changed from four (4) teams to three (3) due to shortage of firefighters.

13. COMMUNICATIONS FROM TOWN OFFICIALS

14. ADJOURNMENT

MOTION 2022-3515: G.BENNETT/A.BLACKWOOD

Motioned that the meeting adjourn at 5:24 p.m.