

1. **CALL TO ORDER**

Regular meeting #9 for 2022 of the Grand Bank Town Council was held on Tuesday, September 20, 2022 at 4:00 p.m. at the Council Chambers.

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

2. **ADOPTION OF AGENDA**

MOTION 2022-3547: J. BURFITT/A. BLACKWOOD

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

3. **DELEGATION**

4. **ERRORS AND OMISSIONS – AUGUST 29, 2022**

12. g.) Councillor Blackwood asked to change the wording to “asked if they were necessary”.

5. **ADOPTION OF MINUTES**

MOTION 2022-3548: G. BENNETT/A. BLACKWOOD

Motioned that the minutes for August 29, 2022 be approved with changes to 12 (g).

ALL IN FAVOUR MOTION CARRIED

6. **BUSINESS ARISING FROM MINUTES – AUGUST 29, 2022**

a. **Downtown Development**

Councillor Burfitt questioned the location of the stage for phase 3. Mayor Matthews advised it would be where the former Seaking Building was located.

b. **Town Manager’s Position**

Councillor Burfitt asked if Councillors can review applications of those who are recommended for the position.

7. **INCOMING CORRESPONDENCE FOR ACTION**

a. **Health Care Rally**

Received an email advising there will be a Health Care Rally on Sunday, September 25, 2022 at 2:00 p.m. at the Peninsula Mall parking lot. Councillor Burt suggested the Town show support at this event.

b. Department of Municipal and Provincial Affairs

Received a circular regarding the Municipal Conduct Act., which was proclaimed and came into effect September 1, 2022. The legislation requires municipalities to establish codes of conduct for all municipal officials, council members and employees, fire department personnel and anyone acting on behalf of a municipality in an official capacity. A Code of Conduct must be adopted within six months (on or before March 1, 2023) and a municipality is required to arrange training relating to the Code of Conduct for councillors and staff within three months (on or before June 1, 2023).

c. National Child Abuse Prevention Month - October

Received the following Proclamation:

Whereas: Children are the foundation for a prosperous and innovative society, and the foundation for a child's growth and development is established when every community in Newfoundland and Labrador take responsibility for creating healthy environments where our children can thrive.

Whereas: All children deserve to have a safe, stable, nurturing home and community to foster their healthy growth and development.

Whereas: Child abuse and neglect is an important societal concern that may affect the long-term health and well-being of not only children, but also the adults they become;

Whereas: Child abuse and neglect impacts our entire society and our society's future.

Whereas: Child abuse prevention is a shared responsibility and finding solutions requires the involvement and collaboration of citizens, organizations and government entities throughout Newfoundland & Labrador;

Whereas: this month, we emphasize the importance of understanding the devastating problem of child abuse and neglect and commit to learn more about the behavioral and physical signs of possible abuse.

Therefore: I _____ do hereby proclaim the month of October 2022 to be Child Abuse Prevention Month in _____ and urge all citizens to work together to help reduce child abuse and neglect significantly in years to come.

d. NAPE

Received a notice to commence bargaining for the Town and the Grand Bank Recreation Commission. A date has been scheduled for Monday, September 26, 2022.

8. INCOMING CORRESPONDENCE FOR INFORMATION

a. RCMP

Received the monthly report for August 2022 for the Burin Peninsula. Councillor Burt advised that we need more police presence in our community.

b. Professional Municipal Administrators (PMA)

Received an email advising of the National Day for Truth and Reconciliation, which is on September 30, 2022. The Town Office will be closed in observation of National Day for Truth and Reconciliation.

c. **NL Tourism**

Received an email advising that “Wicked on Da Wharf” will appear on the next publication issue of the Traveller’s Guide and online at NewfoundlandandLabrador.com.

d. **CBDC**

Received an email regarding the Canada Digital Adoption Program.

e. **City Wide Communications**

Received an email regarding an opportunity to ensure affordable internet access in Atlantic Canada.

9. **COMMITTEE REPORTS**

a. **Finance Committee**

Councillor Roger Brooks, Committee Member, presented a written report of a meeting the Committee held on September 14, 2022.

MOTION 2022-3549: S. BURT/A. BLACKWOOD

Motioned that the Finance Committee report of September 14, 2022 be approved.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2022-3550: R. BROOKS/S. BURT

Motioned that the Town of Grand Bank give approval for funding for the purchase of two bunker clothing sets. Total funding in the amount of \$4830.00, with the Town’s cost share being \$876.00.

ALL IN FAVOUR

MOTION CARRIED

b. **Development Committee**

Councillor Roger Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on September 14, 2022.

Item #3: Recreation/Operations/Maintenance Director Burton advised that an interview was conducted with the applicant on September 20, 2022. After some discussion, Council agreed to hire the individual on a part-time/call-in basis as needed. Anticipated start date would be Monday, September 26, 2022.

MOTION 2022-3551: R. BROOKS/J. BURFITT

Motioned that the Development Committee report be accepted as presented.

ALL IN FAVOUR

MOTION CARRIED

c. **Everwind Fuels**

Councillor Jack Burfitt presented a verbal report of a trip he attended with Everwind Fuels at their facility in Nova Scotia on September 10, 2022.

MOTION 2022-3552: J. BURFITT/S. BURT

Motioned that individual councillors of the Town of Grand Bank can demonstrate their support in the Everwind Fuels bid to Crownlands on October 1, 2022.

ALL IN FAVOUR

MOTION CARRIED

7. **OLD BUSINESS**

a. **Plant Water Line**

Mayor Matthews advised that the company working on the Plant Water Line are approximately 60% completed with the project and they are doing a great job.

b. **Town Manager's Position**

It was agreed that the Human Resources committee would review the applications from the suggested selection once completed.

c. **Clayton Welsh Volunteer Award**

Councillor Blackwood advised that she sent a draft email to Councillors for review. The email outlines details of a contest searching for volunteers to design a Clayton Welsh Memorial Volunteer Award. Mayor Matthews advised he would like to see this contest be open to students.

d. **Nature Trail Update**

Mayor Matthews advised that Bennett's Construction is approximately 25% complete, things are going according to schedule.

8. **NEW BUSINESS**

a. **MNL Convention**

Mayor Matthews advised the MNL Convention will be held in Gander from November 2-5, 2022; if anyone would like to attend, please let Town Clerk Patten know by the end of next week.

b. **Union Contracts**

Mayor Matthews and Councillor Burt to review.

c. **Municipal Code of Conduct**

Mayor Matthews advised that all Council and Staff will have to complete mandatory training once we have developed our Code of Conduct Act. Arrangements will be made for training at a date to be determined before the deadline.

d. Election for Deputy Mayor

Town Clerk/Returning Officer Patten called for nominations for the position of Deputy Mayor of the Grand Bank Town Council.

Councillor Burt was nominated by Councillors Burfitt and Bennett.
Councillor Brooks was nominated by Councillors Blackwood and Bennett.

MOTION 2022-3553: A. BLACKWOOD/G. BENNETT

Motioned that the nominations are closed.

ALL IN FAVOUR

MOTION CARRIED

After the ballots were counted, Councillor Stan Burt was declared Deputy Mayor.

12. COUNCILLORS FORUM

a. Property Inspections

Mayor Matthews advised that an inspection report has been compiled that identifies properties that are in need of repairs, cleaning up, or have scrapped vehicles. This report will be forwarded to the Development Committee.

b. Outside Employee

Mayor Matthews recommended that as of October 1, 2022 the Town would appoint Michael Foote to a full-time position.

MOTION 2022-3554: J. BURFITT/R. BROOKS

Motioned that the Town appoint Michael Foote to a full-time position.

ALL IN FAVOUR

MOTION CARRIED

c. Heat Pumps

Mayor Matthews advised if the Town installs heat pumps in the Bait Depot than the building should be utilized more to help offset the cost.

d. Remembrance Day Flags

Recreation/Operations/Maintenance Director Burton presented Council with the new Remembrance Day flags for the lamp posts. Everyone agreed how nice they are.

e. Meeting Dates

Mayor Matthews questioned the reasoning behind changing the meeting dates changed from the last Monday of each month to the third Monday as it doesn't work as well for the office staff and their financial responsibilities. Councillor Blackwood

advised it was in case a meeting is missed, the next meeting can be held the following Monday so the Town can still hold a meeting each month. Mayor Matthews advised no meetings will be missed, just some months would have had two if that were the case.

f. Waste Management

Councillor Burfitt asked if a letter could be written to the Waste Management Office requesting that dumpsters for the Town not be in the schedule for Grand Bank Festival Week each year.

g. Thank you

Councillor Burt thanked everyone for their support on being elected as Deputy Mayor and advised he is looking forward to the position. He also thanked everyone for their support during the passing of his mom.

h. Fire Hydrants

Councillor Blackwood questioned if there is a process of flushing fire hydrants. Councillor Brooks advised this is done on a regular basis by the Fire Department.

i. Congratulations

Councillor Bennett, along with all Council members congratulated Deputy Mayor Burt on his new position.

j. Benches and Light poles

Councillor Brooks questioned if the new benches and light poles will be put out soon. Mayor Matthews advised the lights will be put out soon, but unsure of the benches as it is nearing the winter months.

k. Congratulations

Mayor Matthews congratulated Deputy Mayor Burt on his appointment and wished him well.

13. COMMUNICATIONS FROM TOWN OFFICIALS

14. ADJOURNMENT

MOTION 2022-3555: R. BROOKS/J. BURFITT

Motioned that the meeting adjourn at 5:27 p.m.