

# The Municipality of Spaniard's Bay

Agenda

**Monday, 11 February 2019 - 7:00 PM**

1. **Motion to Adopt Agenda**
2. **Minutes of Meetings Held** January 16 2019
3. **Business Arising From the Minutes**
4. **Town Managers Report**
5. **Committee Reports:**
6.
  - A. **Finance Committee**
    - Accounts Payable List (\$36,026.60)
    - Cash Position at Feb 7, 2019
    - Quick Statistics Accounts Receivable
    - Income/Expense Statement
    - Cheque Register
    - Finance Meeting February 4, 2019
  - B. **Northern Cove Marina Committee**
    - Meeting Feb 04, 2019
  - C. **Fire Department**
    - Meeting with Fire Chief
7. **Quote to refurbish Lift Station on Bishop's Cove Shore**
8. **Letters**
  - A. Resident of Blandford's Road - Snow Clearing
  - B. Holy Redeemer School - Water Flushing
9. **Permits**
  - A. Application for extension to garage - 106 Brazils Hill
  - B. Municipal Recommendation for Crown Lands - Top of Maul Tree Hill
10. **Donation Requests**
  - A. Delaney Hockey Program - Resident to travel to Halifax to play in Tournament
  - B. Janeway Hospital - Dart Tournament
  - C. CBN High Performance Badminton - Donation for items to put in Bags
11. **Other Business**
12. **Adjournment**



4.	Hiscock Spring Service	103.33
5.	TTI Sales and Service	481.37
6.	Innovation Science & Economic Dev.	678.00
7.	Penny's Transport	<u>204.98</u>
	Total	\$6,817.52

4. A request for a donation was received late from Ascension Collegiate for their annual dinner and auction fundraiser. Last year we purchased half page ad for \$50.00.
5. A request for a donation was received from the Knights of Columbus. We usually sponsor a thirty dollar prize.
6. Reminder to any Councillor who has not submitted their annual disclosure statement to submit it to the office at the earliest convenience.
7. All snow clearing equipment is in good working order.

**Motions arising from the Town Managers Report**

It was moved by Councillor Jewer, seconded by Councillor Ryan, to have the application to replace the former post office at 415 Conception Bay Highway to be sent to the Planning Committee for review and recommendation back to Council.

Carried

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, to pay the 7 invoices totalling \$6817.52 attached to the report.

Carried

It was moved by Councillor Jewer, seconded by Councillor Ryan, to donate \$50 for a half page advertisement for the Ascension Collegiate Dinner/Auction.

Carried

It was moved by Councillor Ryan, seconded by Councillor Jewer, to donate \$30 for the Knights of Columbus .

Carried

**Committee Reports**

**Accounts Payable**

Accounts Payable list was tabled.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that Accounts Payables in the amount of \$ 36,026.60 be paid.

Carried

**Finance Meeting - Feb 4, 2019**

Deputy Mayor Stamp discussed the topics discussed at the meeting.

### **Tax Arrears at SHEPP012**

The Committee met with the owner of the property owner in relation to account SHEP012 and recommends that Council accept a payment arrangement of \$6,171.30 for tax arrears up to and including December 31, 2018. Property owner will provide payment within 30 days of the meeting date. This is the maximum amount we could recover if the account were to be sent to court for a judgement.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that Council accept a payment arrangement of \$6,171.30 for tax arrears up to and including December 31, 2018. Property owner will provide payment within 30 days of the meeting date.

Carried

### **Business Tax IRONH001**

The Committee reviewed a request from a business owner advising that the business ceased operations prior to 2016. The committee recommends that Council write off business taxes assessed to this closed business in the amount of \$1200.00 representing the current and 3 previous years in accordance with policy.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, that Council write off business taxes assessed to this closed business in the amount of \$1200.00 representing the current and 3 previous years in accordance with policy.

Carried

### **Request for Tax Holiday for Property at 129A New Harbour Road**

The Committee reviewed a request from a resident seeking a tax holiday on the basis that the property is currently landlocked. The request asks that the tax holiday remain in effect until such time as a right of way is sorted out. The Committee recommends that this matter be referred for legal advice prior to making a recommendation back to Council on the matter.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that this matter be referred for legal advice prior to making a recommendation back to Council on the matter.

Carried

### **Banking Services**

The committee reviewed proposals for banking services from CIBC, Bank of Montreal and Scotiabank.

CIBC is offering lending at a rate of prime plus ½, Account fees of 100.00 per month and Credit Agreement fee of \$500.00 annually with loan admin fee of 75.00 per month.

BMO is offering lending at Prime, \$100.00 per month account fees and no charge for credit agreement and loan admin fees.

Scotiabank is offering a lending rate of prime less ½, zero for account fees with no charge for credit agreement.

The Committee recommends that the Town accept the proposal from Scotiabank to provide banking services for the Town of Spaniard's Bay.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that the Town accept the proposal from Scotiabank to provide banking services for the Town of Spaniard's Bay.

Carried

### **Taxes at 133 Ridge Road**

Mayor Brazil declared a conflict on this item in accordance with Section 207(1)(c) of the Municipalities As his brother has an ownership interest in the subject property. He left the meeting at 7:12 pm and Councillor Jewer took the Chair.

Deputy Mayor Stamp stated that the Committee reviewed a request from the owner of the property at 133 Ridge Road. The letter expresses his concern of the high rate of taxation on a parcel of property that is only assessed for \$4,400.00. In this case, the minimum tax of \$480.00 applies. Also does not agree with being assessed a rate for water and sewer for a vacant property when the property is a back lot with no serviceable access along a Town street. The Committee recommends that the Town accept the request and adjust water and sewer tax for this back lot property on the basis that it is not a serviceable lot. It is also recommended that this adjust be applicable to the current and 3 years preciously in accordance with Town Policy. The Committee recommends that the rate for property tax remain as is being that the rate charged is the adopted minimum tax rate for the town.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, that the Town accept the request and adjust water and sewer tax for this back lot property on the basis that it is not a serviceable lot. It is also recommended that this adjust be applicable to the current and 3 years preciously in accordance with Town Policy. The Committee recommends that the rate for property tax remain as is being that the rate charged is the adopted minimum tax rate for the town.

Carried

Mayor Brazil returned to the meeting at 7:15 pm.

#### **Northern Cove Marina Committee- Meeting Feb 4, 2019**

Councillor David Smith declared a conflict of interest on this item in accordance with Section 207(1)(c) of the Municipalities as his parents has ownership of property in close proximity to the subject property. He left the meeting at 7:16 pm.

Councillor Ryan outlined the topics discussed at the meeting.

#### **Bank Account**

The Committee is requesting Council's approval to have their own bank account out of which any expenses incurred by the committee will be processed. Annual Allotments from Council and other sources, where applicable, shall be processed through this account as well.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, that Council grant permission for the Marina Committee to open their own Bank Account.

Carried

#### **Request to Incorporate**

The Committee is seeking approval from Council to incorporate. In order to qualify for such government grant programs as the Job Creation Partnership, the Committee has to be incorporated.

It was moved by Councillor Ryan, seconded by Councillor Jewer, to support the Marina Committee in applying to incorporate, so they can apply for funding and grants in the future.

Carried

#### **Business Number from CRA**

The Committee will also need to obtain a business number from Canada Revenue Agency for the purpose of payroll, HST etc. To avoid duplication of effort, this would need to be completed after incorporation has taken place.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, to approve the Marina Committee to apply for a business number from CRA after incorporation.

### **Inquiry About Insurance Coverage**

A brief discussion took place regarding liability coverage for the new facility. The town acknowledges that liability insurance on the facility will be needed and will look at that item when the facility is conveyed to the Town. Town Manager Tony Ryan stated that he has spoken to our Insurance Company and there is an application process for this and they are thinking the insurance is going to cost anywhere from \$2500 to \$4000 annually.

### **Fire Department**

Deputy Mayor Stamp stated that she would speak as the chair is not here tonight. She stated that Councillor Tracy Smith had a meeting with the Fire Chief and these are some things they discussed.

### **Remuneration**

They spoke regarding remuneration but has not decided on what will happen yet, there needs to be some more discussion regarding this.

### **SCBA Equipment**

The Fire Chief has the opportunity to get 4 2015 sets of SCBA gear for \$12000.00 total, he needs a decision if can go ahead and get them.

These sets are approximately \$10000.00 each new so this is a great opportunity and savings.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to give the Fire Chief approval to go ahead and purchase these sets at a cost of \$12000.00 for 4.

Carried

### **First Aid Training**

Deputy Mayor Stamp stated that the Fire Department is in need of First Aid Training this year. They are looking at having one of their members trained to train everyone else so that this will be cost saving in the future. This could also help benefit our other groups in the community who will need this training.

Deputy Mayor Stamp stated that the Fire Department are currently working on their year end and will present it to Council as soon as its finished.

### **Quote to refurbish Lift Station on Bishops Cove Shore**

Councillor David Smith asked Council to decide if he was in Conflict for this matter as his parents live close by.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp that Councillor David Smith was not in conflict as it is just repairs for infrastructure that is already in place.

Carried

A quote was tabled from Chris Barrett in the amount of \$6500.00 + HST to refurbish the lift station at Bishop's Cove Road.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to accept the quote for \$6500.00 + HST to refurbish the lift station at Bishop's Cove Road.

Carried

### **Letters**

## **Resident of Blandford's Road - Snow Clearing**

Councillor David Smith declared a Conflict of Interest on this item in accordance with Section 207(1)(c) of the Municipalities as he owns rental property on this road.

A letter was received from a resident of Blandford's Road regarding snow clearing issues was tabled.

Councillor Jewer stated that the ambulance had trouble getting up the road that morning because there were problems with the snow clearing equipment and the ploughs were late getting all of the roads cleared. Councillor Jewer stated that the town Manager is going to speak to the operators about how they clear the snow at the top of that road so that the resident don't have any problems in the future with the snow build up directly in front of his driveway. As for the request to have their road cleared first for days they have appointments, the town cannot agree to this as there is snow clearing route policies in effect which means the school route is priority, then its major hills and there is an order that Council has to follow to have the roads cleared in a timely matter. Town Manager Tony Ryan stated that as for if an ambulance needs to get to a home during a storm, the ambulances have both the Town Manager's and Foreman's number and can get in contact with them 24 hours a day to have a road cleared to get to a home in case of emergency.

Councillor David Smith returned to the meeting at 7:36 pm.

## **Holy Redeemer- Flushing Water Lines**

A letter was tabled from Holy Redeemer School requesting the town change its times that it completes its flushing of water lines.

Town Manager Tony Ryan stated that this is going to be hard to accommodate, because if anything, we should be doing the flushing of the lines more frequent. To wait this late in the year will make things difficult as we are busy doing road work and water and sewer work, and we also have to work with the Town of Upper Island Cove, because they have to complete their flushing after us. He stated that he has contacted other municipalities to see what they do for this matter but has not heard back from them yet.

It was moved by Deputy Mayor Stamp, seconded by Councillor David Smith, to defer this matter until the Town Manager receives feedback from other municipalities.

Carried

## **Permits**

### **Application to build an addition to a garage 106 Brazil's Hill**

An application was tabled to build an addition onto a garage at 106 Brazil's Hill.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to defer this application to the Planning Committee for review and recommendation back to Council.

Carried

### **Application for Municipal Recommendation for Crown Land-Top of Maul Tree Hill**

An application for Municipal Recommendation for Crown Land at the top of Maul Tree Hill for the Tourism Committee was tabled.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to grant approval for Municipal Recommendation for crown land at Maul Tree Hill.

## **Donations**

### **Delaney Hockey Program**

A request was tabled from a resident looking for a donation as her son was travelling out of the province to play in a hockey tournament.

Mayor Brazil declared a Conflict of Interest on this item in accordance with Section 207(1)(c) of the Municipalities as this is his grandson who is going away. He left the meeting at 7:47 pm and Deputy Mayor Stamp too the chair.

It was moved by Councillor David Smith, seconded by Councillor Ryan, to give the standard donation of \$25.00 to the resident in aid of his travels.

Carried

Mayor Brazil returned to the meeting at 7:48 pm

### **Janeway Hospital- Annual Dart Tournament**

A letter was tabled for a donation request for the Annual Dart Tournament in Aid of the Janeway was tabled.

It was moved by Councillor Jewer, seconded by Councillor David Smith to give a standard donation in aid of the Janeway.

Carried

### **CBN High Performance Bandminton**

A donation request was tabled from the CBN High Performance Badminton.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan to give a standard donation of \$25.00 to the CBN High Performance Badminton.

Carried

Mayor Brazil stated that the next regular meeting of Council will be Monday, March 4, 2019 at 7:00 pm.

## **Other Business**

Councillor Jewer stated that we have been having a lot of cold weather, just a reminder for people to keep an eye on their pets.

Deputy Mayor Stamp stated that she needs to set up a meeting with the Town of Clarkes Beach and North River to get a contract done up for Animal Control. She also questioned when was a good time for her and Councillor Ryan to meet to discuss the website. Councillor Ryan stated evenings or every second Friday is good for him.

Mayor Brazil stated that at the Joint Councils Meeting it was brought up about some road work being completed along route 70 thru Spaniard's Bay. He is not sure where exactly but hoping to find out soon. He also stated that there are 2 other communities still interested in the Enforcement Officer and hoping to have some details soon.

## **Adjournment**



It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, and carried that the meeting adjourn at 7:57 pm.

Carried

Recorder  
Vanessa Higgins

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Paul Brazil, Mayor