

May 14th, 2024

Minutes of a regular meeting of the Council for the Town of Brigus in the Town Hall, Mat 14th, 2024, at 7:01 p.m.

MEMBERS PRESENT: Mayor Shears Mercer Jr.; Deputy Mayor Paul Matthews; Councilors, Byron Rodway, Fraser Drover, Greg Hiscock.

ABSENT: John Brown, Ashley Kennedy,

ALSO PRESENT: Elizabeth Margetan - Assistant Town Clerk. Chris Morgan-Public Works Supervisor, Residents.

AGENDA: Motion: C Hiscock/Rodway motion that our Agenda for May 14th, 2024, be adopted with corrections. In Favour 5; Opposed 0; Carried.

MINUTES: Motion: DM Matthews/C. Rodway motion that the minutes of our last regular meeting held on April 9th, 2024 be adopted as amended. In Favour 5; Opposed 0; Carried.

ARISING FROM MINUTES

- There were questions on mass emails being able to be sent with new email provider, Provider has assured us there is no issue.
- We need to put a more secure Rock Wall next to the Riseover. Public Workers to address this safety issue.
- Letters to be sent to all 3 residents on school lane on the Town land that all 3 properties cross over for access to the road.
- Discussion had on Office hours. Hours decided M-F 8:00am-4:00 pm, lunch hour is 12:00pm-1:00pm. New sign to be ordered put up.
DM Matthew/C. Drover move to receive notice by emails of office closures and staff absences.
In Favour: 5: Opposed: 0: Carried
- Fire department Financial Report submitted and will be reviewed.
- Public Works list of repairs needed. This will be done by Public Works Committee and Public Works Supervisor.
- Phase 1 Water and Sewer project has been awarded to Shaw Ventures. Pre-construction meeting very soon. Some concerns on the plant in operation, traffic control etc. to be asked.
- CB HWY water tie in needs to be addressed. Clerk spoke to Dept of Hwy and is being looked at, may have to go to tender.

ACTION REPORTS:

List of items to be addressed provided by Public Works Supervisor:

- Riverhead Road; Culvert needs to be replaced, possible put in a catch basin as well.
- Ditching around town, option of leasing or renting out a mini excavator to get completed by our staff.

- Fence in depot needs replacing. Plan to put in Jersey barrier and then fencing has been proposed. Public Works Committee to decide on barriers.
- extensive list of items needed in garage to be ordered from EMCO.
- Stairs by Riseover, addressed, suggested temporary solution discussed and will be done. Costs are substantial on long term solutions, quotes to be obtained.
- Quigley's Lane, sewer pipe exposed. Discussion held, solution TBD by Public Works Committee
- Pump Houses, no chain falls in 2 pump houses, decided to get 2 more.
- Playground equipment damage to be repairs as it is a safety issue.

DELEGATION

Gearld Mercer-Safety in Brigus. Mr. Mercer addressed council in detail on the safety issues and concerns occurring in the Town of Brigus. Several items/questions noted by delegation to include:

- Magistrates/Janes Hill, no barricades placed until well after dig was done and delegate reported it to OH&S. This was a high concern as Brigus held "The Battle of the Atlantic" and had to fight to have barricades put in place prior to so that the parade with many participants could safely pass by this dig site.
- Permits-Should permits include a safety plan?
- Trucks moving around town doing work-no signage to indicate, no spotters being used.
- incident noted where a female resident had to jump out of harms way when excavator was backing up, no spotter.
- No Flags persons being used in Town on work sites that should have them.
- No safety gear being worn by workers.
- What is the Town Safety Policy?
- Companies involved with these issues should be dealt with.

Discussion held on what responsibilities fall upon the town for this issue and what maybe Government issues. TBD.

Also noted that if ever there are questions raised going forward on safety procedures when permits are being issued then town will notify OH&S to ensure regulations are being followed.

COMMITTEE REPORTS

A. Development Committee:

16 Blueberry Place, Shed Placement: C. Drover/Hiscock move to approve shed placement.
In Favour: 5 Opposed:0: Carried.

E&E drive in, Extension: C. Drover/Hiscock move to approve extension, pending Service NL approval.
C. Rodeway removed himself, conflict of interest 7:59pm. Returned at 8:02pm.
In Favour: 4: Opposed 0: Carried

Brigus Mercantile, Covered Patio: C.Drover/Hiscock move to approve patio. C. Rodeway removed himself, conflict of interest 7:59pm. Returned at 8:02pm.
In Favour: 4: Opposed:0: Carried

Youden Place, septic system, house build: C. Drover/Hiscock move to approve in principle pending Service NL approval of septic plan.
In Favour: 4; Opposed:0; Carried
Rodway returned at 7:46 PM

B. Public Works Committee

Request to have curb stop moved by resident. On CB Highway. Discussion held and resident to hire contractor and accept full financial responsibility. Chlorine handling course not to be completed at this time. Will wait until course is at a closer location.

C. Finance Committee

C. Hiscock/Drover move that the town bills be paid in the amount of \$38,806.35.
In Favour 5; Opposed 0; Carried

Motions to be entered into minutes from Clerks Probationary review meeting.

DM Matthews/C. Drover Motion to have expenditures by way of auto deduction to be reported monthly to council via their monthly meeting either in the general ledger or other means acceptable to council.
In Favour: 5: Opposed: 0: Carried

DM Matthews/C. Rodway on a go forth basis, deposits are to be made using Overnight drop box procedure.
In Favour: 5: Opposed: 0: Carried

DM Matthews/C. Hiscock move to a breakdown in costs and details of the iPhone contracts as well as landline and internet.
In Favour: 5: Opposed: 0: Carried

DM Matthews/C. Rodway had questions on bill for pump rental charge and if curb stop should have been changed for dig on Harbour Drive.

DM Matthew/C. Hiscock move to have pump cost removed from invoice charging town if it was not at our request.
In Favour: 5: Opposed: 0: Carried

D. Blueberry Festival Committee

Financial Report submitted. Request to use the right-hand side of Jackson's Quay. Private meeting request with Blueberry festival to be arranged for further discussion. C. Hiscock noted driveway issue bought forth by resident on water street resolved by committee and resident.

E. Recreation Committee

Canada Day Funds Request, discussion held. Requested amount is high however council is willing to a lot \$500 towards Canada Day events. This is the 75th Anniversary. Hiscock/DM Matthews move that noted amount be given by town towards Canada Day events as well as collaborate with Rec committee through Assistant town clerk.
In Favour: 5: Opposed: 0: Carried

F. HR. Committee

C. Drover introduced new Assistant Town Clerk, Elizabeth Margetan. Training dates discussed for mandatory training to be completed. Introduction as well of Public Works Supervisor Chris Morgan.

DM Matthews/C. Rodway move to have Leave report for all employees added to the agenda package each month.
In Favour: 5: Opposed: 0: Carried

G. Policy Committee: Hours of Service Policy, just need to transfer information into template then it is completed.

<u>FROM</u>	<u>CORRESPONDENCE REGARDING</u>	<u>ACTION</u>
Eastern Regional Service Board Association of ECE Resident request for road responsibility	Community Clean up AECENL Proclamation Grebes Nest	Date to be designated Signed by Mayor Will be address same as road before.
Water monitoring system No Parking sign	Meeting with council Harbour Drive	Date to be determined To be ordered and placed

GENERAL BUSINESS

Quote for chlorination shack and monitoring system.

C. Drover/Rodway move to accept quote on chlorination shed needs.

In Favour: 5: Opposed: 0: Carried

Vindicator Lane request from owner to remove part of rock wall to access property. C. Rodway removed himself due to possible conflict of interest at 8:09pm. C. Hiscock quoted development regulations 9.5.1.5 that it is prohibited. Permission cannot be given. DM Matthews also noted the road itself by that wall an issue. Suggested owner access land from existing property below. Also noted that this is the 2nd request from resident to be denied. C. Rodway returned at 9:13pm.

Lobster Factory Lane-C. Rodway removed himself for conflict of interest at 9:14pm. Discussion held on permit when approved meeting required regulations for development. It is noted that this design submitted is not what is being built. Other question on this property was easement. Mayor asked to be removed for possible conflict of interest if council felt such is the case.

C. Drover stated no conflict, C. Hiscock and DM Matthews agreed.

Further discussion held, on pitch of roof. Should be a 6/12 rule. Mayor decided after further discussion to remove himself. At 9:31pm. Decided that original application and design not being followed. Therefore, stop work order to be issued.

C.Hiscock/Drover move to have a stop work order issued, effective upon receipt, owner will be asked to submit new plans for approval to development committee.

In Favour: 3; Opposed: 0, Carried on a reduced Quorum due to 2 councilors in conflict of interest. Mayor and C. Rodway returned at 9:39pm.

Water Supply Contract, sent and signed off by town and plant, same prices as last year.

DM Matthews/C. Rodway move to have office re-organized. Deadline provided for clerk and assistant clerk to be completed by May 24th, 2024. This bought forth form a directive arising from a privileged meeting.

In Favour: 5: Opposed: 0: Carried

C. Rodway/Drover move council to arrange for the execution of the recent appeal board decision and order#15-006-077-036&037 and dated January 3rd, 2024. Re: The Walk property remediation as described therein and notify property owner of this intention.

In Favour: 5: Opposed: 0: Carried

- Quotes to be obtained for street sweeping.
- Clerk meeting with accountant tomorrow

New monthly meeting to be held Tuesday, June 11th, 2024 at 7pm.

C. Hiscock/Drover move to adjourn meeting at 9:43pm.
In Favour: 5: Opposed: 0: Carried

Shears Mercer Jr., Mayor

Date: _____ 2024

Rachel Akerman-Town Clerk