

Minutes of regular council meeting held
at 7:00 P.M. on Wednesday, January 12th at the Eastport Peninsula Fire Hall

Attendance

Mayor: Arthur Crisby

Deputy Mayor: Amanda Handcock

Councillors: Monica Bull, Roger Bull, Ben Patey, Shannon Powell

Staff: Chantal Lynch – Town Clerk/Manager, Chelsea Harris – Office Assistant

MOTION:	01-22
Proposed by:	Ben Patey
Seconded by:	Shannon Powell
Resolved that the agenda be adopted as presented with the addition of New Business: Code of Conduct Training and Reading File: Central Health COVID 19 Key Messages January 12 th , and January 2022 Newsletter from Terra Nova National Park	
In favour – 6; Opposed – 0. Carried.	

MOTION:	02-22
Proposed by:	Amanda Handcock
Seconded by:	Shannon Powell
Resolved that the minutes of the Regular Council Meeting held on December 8th, be adopted as presented	
In favour – 6; Opposed – 0. Carried.	

MOTION:	03-22
Proposed by:	Amanda Handcock
Seconded by:	Ben Patey
Resolved that the minutes of the Finance Committee meetings held on December 01, 2021, December 8 th , 2021, December 15 th , 2021 and January 4 th , 2022 be adopted as presented	
In favour – 6; Opposed – 0. Carried.	

Business Arising

- a) Joint Council Meeting tentatively scheduled for January 25th has been postponed until COVID restrictions ease.
- b) Daily Back up – The Clerk/Manager advised the TownSuite financial data is backed up daily and stored securely.

New Business

- a. Public Health position at the Clinic – consensus to write a letter to Central Health CEO inquiring the status of the Community Health Nurse position.
- b. Composter Program – Councillor Roger Bull demonstrated the VitaMix composter unit. Consensus to seek funding as a pilot program to offer the units at a discounted price to residents.
- c. Newsletter – Deputy Mayor Amanda Handcock advised the committee is aiming to have a monthly newsletter with news and information, updates, tips, emergency numbers, etc. Office assistant, Chelsea will help compile the information.
- d. Shared Services – Agreed to have a meeting with the Shared Services representatives. In the meantime, public works staff are to log their hours in the respective communities for an accurate reflection of work duties.
- e. Ice Control – As a result of the verbal complaints to, and observations of Councillors, it is a consensus the public works staff pay close attention to conditions and ensure sanding duties are completed timely and effectively.
- f. Code of Conduct Training – The Town Clerk/Manager advised of the upcoming virtual information sessions on the Code of Conduct. All of Council and office staff are to attend the session best suited to them.

MOTION:	04-22
Proposed by:	Amanda Handcock
Seconded by:	Ben Patey
Resolved that the following invoices be approved for payment as presented: Line of Credit December 2021 - \$358.71 Fire Dept: Cheque # 1677-1680; \$853.87 General Account: Cheque #8829-8881; \$85,678.05	
In favour – 6 ; Opposed – 0. Carried	

Correspondence

- a. Fr: Adam Gardner, Police Report Nov & Dec 2021, filed for information purposes

Reading File

- a. Domestic Cutting Areas
- b. Community Leaders Forum TNNP, Summary of Discussion December 7th Meeting
- c. Dept of TCAR, Outdoor Classroom Exp. Holy Cross School, December 10th, 2021
- d. Fr: MAA. Update, December 15th, 2021
- e. Environment & Climate Change, Proposed Amendments to Wastewater Systems
- f. Dept of Health & Community Services, Work-Isolation for Essential Workers
- g. Central Health; COVID-19 Key Messages January 12, 2022
- h. TNNP- Newsletter January 2022

Committee Reports

Finance/Admin – Budget Highlights were presented.

MOTION:	05-22
Proposed by:	Ben Patey
Seconded by:	Shannon Powell
Resolved that compensation for the Public Works Supervisor for personal cell phone use for town affairs would be in the amount of \$50 per month in lieu of a cell phone purchased from the town.	
In favour – 6; Opposed – 0. Carried.	

MOTION:	06-22
Proposed by:	Ben Patey
Seconded by:	Roger Bull
Resolved that a \$50.00 water connection/disconnection fee be charged per use. Emergency disconnection would be of no charge.	
In favour – 5; Opposed – 1, Mayor Art Crisby. Carried.	

MOTION:	07-22
Proposed by:	Ben Patey
Seconded by:	Shannon Powell
Resolved that the 2022 Budget be approved with the revenues and expenses balanced at \$676,167.02 and the following tax rates and fees be approved:	
Residential Property Tax (Minimum - \$400.00)	5.75 mill
Commercial Property Tax (Minimum - \$400.00)	7.5 mill
Water & Sewer (Residential, Commercial, Public Utilities & Cable Co.)	\$420.00
Water Tax (Residential, Commercial, Public Utilities & Cable Companies)	\$210.00
Water and Sewer Tax (Schools & Government Buildings)	\$2000.00
Water Tax (Schools and Government Buildings)	\$1000.00
Sewer Tax (Residential, Commercial, Public Utilities & Cable Companies)	\$210.00
Water Tax (Vacant Land)	\$100.00
Sewer Tax (Vacant Land)	\$100.00
Waste Disposal Fee	\$80.00
General Business Tax (Details on varied rates)	
Tourist Establishments and Agriculture – TB01	3.0 mill

REGULAR COUNCIL MEETING – JANUARY 12TH, 2022 @ 7:00 P.M

Manufacturing – TB03	2.0 mills
Restaurants and Take-outs, Bars & Lounges – TB04	8.0 mills
Beauty Salons and Barber Shops – TB04	8.0 mills
Grocery, Hardware & Dry Good Stores – TB05	10.0 mills
Plant Nurseries – TB05	10.0 mills
Equipment Sales & Services – TB09	10.0 mills
Convenience Stores, Gas Bars, Service Stations, Garages – TB08	15.0 mills
Funeral Services, Construction Companies – TB06	15.0 mills
Heavy Equipment/Snow Clearing/Earth Moving Contractors – TB10	50.0 mills
Pharmacies and Liquor Outlets – TB07	17.0 mills
Public Utilities & Cable Companies – TB11	2.5%
Air BnB, (Short Term Rentals) – TB20	\$200.00
Businesses with no fixed place of business	1.0%
Minimum Business Tax	\$200.00
Direct Sellers Tax	\$150.00
Interest on overdue accounts	1.5%
Witness fees	\$10.00
Tax Certificates	\$50.00
Building permit - Large business	\$75.00
Building permit - Houses and small business	\$25.00
Building permit - Miscellaneous	\$10.00
Water Connection Fee	\$50.00
Water Disconnection Fee	\$50.00
Due Date for Current 2022 Taxes	June 30, 2022

General Government: \$248,877.60

Protective Services: \$72,000.00

Transportation Services: \$102,250.00

Environmental Health: \$145,500.00

Planning and Development: \$16,000.00

Recreation and Cultural Services: \$16,000.00

Fiscal Services: \$75,539.42

Total Expenditures: \$676,167.02

Taxes: \$469,804.51

Sales of Goods and Services: \$95,355.00

Other Revenue from own Sources: \$5,150.00

REGULAR COUNCIL MEETING – JANUARY 12TH, 2022 @ 7:00 P.M

Government Transfers: \$105, 857.51

Other Transfers: \$0.00

Total Revenues: \$676,167.02

In favour – 6; Opposed – 0. Carried.

Communication & Public Engagement – Chairperson Deputy mayor Amanda Handcock gave an update as to ideas the committee is working on, including a welcome wagon, how to encourage volunteers, help user stakeholders meeting, and newsletter.

Fire Hall Liaison – all Fire Department members meet vaccination requirements as of December 17th as required by the provincial government.

Trails – CEEP, Councillor Roger Bull provided an update on the trail around School House Pond, the weather has made it troublesome but there is marvelous work being done. In the spring, will need a bit of cosmetic work.

EP Rec & Wellness- Rink attendant has been hired through CSJ funding but volunteers are still encouraged. The weather plays a role in how effective the flooding is. Work will continue to ensure the rink is usable as often as possible.

Emergency Management Regional Team – Meeting is postponed due to COVID restrictions. Councillor Ben Patey advised that Bessie O’Grady is contacting members of the previous team and updating the list.

Adjournment

MOTION: 08-22

Proposed by: Roger Bull

Seconded by: Shannon Powell

Resolved that the meeting would adjourn at 8:50PM and the next meeting be scheduled for Wednesday, February 9th.

In favour – 6; Opposed -0. Carried.

Art Crisby, Mayor

Chantal Lynch, Town Clerk/Manager