

A regular meeting of the Clarke's Beach Town Council was held on January 14, 2020 in the C.R. Dawe Memorial Chambers, Clarke's Beach Municipal Building.

In attendance:

Mayor Betty Moore
Deputy Mayor Wayne Snow
Councillor Norman Hillier
Councillor George Janes
Town Clerk Joan Wilcox

Absent:

Councillor Crystal Bradbury
Councillor Danielle Bussey
Councillor Kelly Kavanagh

Welcome - Mayor Moore welcomed all to the meeting.

Meeting opened at 7 p.m.

MINUTES FOR ADOPTION:

● Regular meeting of Council December 9, 2019
Mayor Moore asked if there was any errors or omissions to the minutes as circulated.

Motion # _____ George Janes/Norman Hillier

Resolved that the Town of Clarke's Beach adopt the December 9, 2019 minutes as circulated. Motion Carried
All in favour

Business arising out of the minutes:

● Respectful Workplace Policy & Procedures
Code of Conduct Policy & Procedures

Council had met as Committee of Whole on January 7, 2020 to review the draft policies.

MOTION TO ADOPT RESPECTFUL WORKPLACE POLICY
AND CODE OF CONDUCT POLICY & PROCEDURES

Motion # _____ George Janes/Norman Hillier

Resolved that the Town of Clarke's Beach adopt the Respectful
Workplace Policy and Code of Conduct Policy & Procedures.

Training to be done by LW Consulting. All staff & council required
to attend. Motion Carried All in favour

FINANCIAL

Financial information provided.

Accounts for payment: \$183,016.66 (General payable accounts)
3,801.80 (Kav. Road water/sewer)

Motion # ____ George Janes/Norman Hillier

Resolved that the Town of Clarke's Beach pay the accounts
totaling \$183,016.66. Motion Carried

All in favour

Deputy Mayor Wayne Snow abstained from voting on the invoice from
Harbour View Grocery - he has a monetary interest in this business.

Motion # _____ George Janes/Wayne Snow

Resolved that the Town of Clarke's Beach pay the bill from
Dillon Consulting - Kav. Road water/sewer project.

Motion Carried All in favour.

DEVELOPMENT PERMITS:

1. Personal usage shed 10 by 12

Civic address: 17-19 C.B. Highway

Motion # _____ Wayne Snow/George Janes

Resolved that the Town of Clarke's Beach approve

a building permit for personal usage shed, 17-19 C.B.Highway.

Motion Carried All in favour!

2. Single family residence
Civic Address 117-119 Glam Road
Motion # _____ George Janes/Norman Hillier
Resolved that the Town of Clarke's Beach approve a building permit for single family residence, 117-199 Glam Road.
Motion Carried All in favour.

CORRESPONDENCE:

1. Letter concerning Municipalities NL - signed "CONCERNED"
Council wish to have this item put on the agenda for the next Joint Council meeting.
2. Letter from Municipal Affairs acknowledging receipt of Budget 2020
3. Letter from Dillon Consulting re Kavanagh Road water/sewer
Motion # _____ George Janes/Norman Hillier
Resolved that the Town of Clarke's Beach advise Dillon Consulting that the Town wishes to proceed with the original plan for the Kavanagh Road project. Project 17-MCW-20-0005
2019 Water Sewer Program - Kavanaghs Road.
Motion Carried All in favour
4. Request to rent the Town Hall on monthly basis (fitness class)
● After reviewing the request , Council has advised that it can not accept this request for rental on monthly basis.
5. Info from Water Resources Management, Municipal Affairs re Clean & Safe Drinking Water Workshop
Motion # _____ Wayne Snow/Norman Hillier
Resolved that the Town of Clarke's Beach register Ron Laracy, W/W Operator for the Workshop in Gander, March 24- 26. Motion Carried All in favour
6. Letter from Mr. X re increase in water pressure Dec. 19, 2019
● Mayor Moore advised that she has been in contact with Harris & Associates re this issue. The contractor who installed the PRV station will be in touch. No comments and/or decisions on this correspondence at this time.

7. Request from Mr. X to access new house via Spruce Ridge Road instead of the road being constructed by contractor off Glam Road
Motion # _____ George Janes/Norman Hillier
Resolved that the Town of Clarke's Beach NOT APPROVE the request to change access to new house being constructed in development off Glam Road by Spruce Ridge Road. Council has assessed the request and feel that Spruce Ridge Road cul de sac and way road is laid out needs to stay as is to allow for proper clearing of snow/ garbage collection etc. Motion Carried
All in favour!
8. Letter from Water Resources re section 48 Water Resources Act - place on file
9. Quote from HI-TECH re new camera and repairs to existing cameras.
Motion # _____ George Janes/Wayne Snow
Resolved that the Town of Clarke's Beach accept the quote from HI-TECH for 2 new cameras & repair work.
Motion Carried All in favour

OTHER BUSINESS

1. Report from Ron Laracy, W/W operator re increase water pressure - December 19, 2019
2. Disclosure Statements for review & Completion
3. Training for Respectful Workplace & Code of Conduct January 19, 2020 - all Council & Staff to attend.

ADJOURNMENT

Motion # _____ George Janes/Norman Hillier
Resolved that the meeting now adjourn. Time: 8 p.m.
Motion Carried All in favour!

Next meeting of Council : February 3 at 7 p.m.

Betty Moore Mayor *Ju* Town Clerk Date minutes adopted:

A regular meeting of Clarke's Beach Town Council was held on February 10, 2020 in the C.R. Dawe Memorial Chambers, Clarke's Beach Town Hall. Meeting opened at 6:55 p.m.

In attendance:

Mayor Betty Moore
Deputy Mayor Wayne Snow
Councillor Crystal Bradbury
Councillor Danielle Bussey
Councillor Norman Hillier
Councillor George Janes
Councillor Kelly Kavanagh
Town Clerk Joan Wilcox

Welcome

Mayor Moore welcomed all in attendance.

Minutes for adoption:

January 14, 2020 regular meeting of Council
Motion # _____ Kelly Kavanagh/George Janes
Resolved that the Town of Clarke's Beach adopt the regular minutes of meeting held on January 14, 2020 as circulated. Motion Carried All in favour

Business arising out of the minutes

● Discussed as outlined on the agenda

FINANCIAL

● Account balances provided

Accounts for payment: \$ 6,622.35

Motion # _____ George Janes/Crystal Bradbury

Resolved that the bills be paid. Motion Carried All in favour

CORRESPONDENCE:

1. MNL - re MNL committees for 2020
2. MNL - re Plastic Bag Ban - effective July 2020
3. NL Disaster Financial Assistance Program
 - Councillor George Janes is working on this application. Contact has been made with Cal Legrow Insurance to determine if Town's insurance policy covers damages which occurred during the winter storm.
4. Service NL re Boil Order - Delaney's Well
 - Boil order in place due to work being done on the Chlorination System.
5. Letter from Mr. X re CN Railbed/Town Municipal Plan
 - Referred for discussion when Town Council sits down to review the drafted documents /Town Plan. Copy of letter forwarded to Tract Consulting.
6. Letter - Municipal Affairs - 2020 Budget received - no further submission required.
7. Avalon Regional Meeting - MNL - Feb. 28/29 - Capital Hotel
8. Letter from Fire Services Division, Municipal Affairs
 - Advising that Fire & Emergency Services has no objection to issuance of liquor license to NL Distillery Company
9. Correspondence re Mr. X - Snowclearing issue - property off Glam Road.

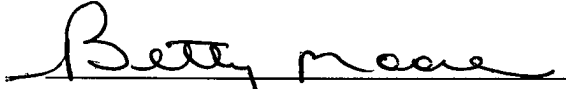
OTHER BUSINESS

1. Concerns re damage fencing etc - Snowclearing
 - Clerk asked to document calls/concerns.
2. Town of Clarke's Beach Emergency Plan
 - Council to review and update
3. Town Municipal Plan meeting
 - Meeting to be arranged for all Council to review the drafted document prior to meeting with the Town Planner - Tract Consulting

Mayor Moore asked if there was any further issues for discussion, if not a motion to adjourn.

Motion # _____ George Janes/Crystal Bradbury

Resolved that the Town of Clarke's Beach meeting do now adjourn. Motion Carried. All in favour Time: 7:25 p.m.



BETTY MOORE

Mayor



JOAN WILCOX

Town Clerk

A regular meeting of the Clarke's Beach Town Council was held on March 2, 2020 in the C.R. Dawe Memorial Chambers, Clarke's Beach Municipal building.

In attendance:

Mayor Betty Moore

Deputy Mayor Wayne Snow

Councillor Crystal Bradbury

Councillor Danielle Bussey

Councillor Norman Hillier

Councillor George Janes

Councillor Kelly Kavanagh

Town Clerk Joan Wilcox

Welcome by Mayor Moore

Minutes for adoption: Regular Meeting - Feb. 10, 2020

Mayor Moore asked if there was any errors or omissions to the minutes as circulated with the agenda.

Motion # ___ Norman Hillier/Crystal Bradbury

Resolved that the Town of Clarke's Beach adopt the minutes of February 10, 2020 as circulated. Motion Carried All in favour

Business arising out of the minutes:

1. Councillor George Janes gave update on the application being prepared re damage done to seawall - behind War Memorial area
He has been speaking with Town insurance adjuster.
O'Neills Landscaping asked to provide a quote for application purposes

FINANCIAL

Bank Balances provided.

2020 Tax invoices prepared for mail out.

BILLS FOR PAYMENT: \$ 21,244.54

Motion # ____ George Janes/Norman Hillier

Resolved that the Town of Clarke's Beach pay the bills totalling \$21,244.54 as circulated with agenda. Motion Carried All in favour

CORRESPONDENCE:

1. Service NL - Boil order on Delaney well, Otterbury lifted
2. Info from 911 re call handling boundary
3. Letters of Resignation from Recreation Committee - K. Kavanagh and Amanda Ralph.

Motion # _____ Crystal Bradbury/Danielle Bussey

Resolved that the Town of Clarke's Beach accept the resignations of Kelly Kavanagh & Amanda Ralph from the Recreation Committee.

Motion Carried.

6-6

Councillor Kelly Kavanagh abstained from voting - declaring Conflict of Interest.

4. Info from Eastern Health re new Health Information (HI) section on their website
5. Proposal from Modern Business to upgrade to color copier and also, for lease of postage meter.
 - Council reviewed the quote provided and decided not to upgrade at this time since the Town did not have high demand for color copying. Also, Town will stay with Pitney Bowes Postage meter.
6. Letter from NL Power/NL Hydro re Take Charge program
 - Town had some discussion on the need to have a Generator hard-wired into the Town Municipal Building. Councillor Janes will obtain a quote on having this work done.
7. Letter from Mr. X re maintenance - Mugford lane/off C.B. Highway
Motion # _____ Norman Hillier/George Janes
Resolved that the Town of Clarke's Beach shall not provide road maintenance/sanding/snowclearing to this lane because the lane is not the property of the Town of Clarke's Beach - not a designated Town public right of way. Motion Carried All in favour

OTHER BUSINESS

1. Applications forwarded for student summer project funding
2. Video Surveillance Policy - Council will get together and review draft policy for adoption.
3. Sanding/Snowclearing issue - Mr. X - property off Glam Road
 - Council will arrange a meeting with Mr. X to discuss.
4. Plans from Dillon Consulting for w/s Kavanagh Road.
 - Plan provided by Dillon for Council file

ADJOURNMENT

Motion # _____ George Janes/Danielle Bussey


Resolved that the meeting do now adjourn. Time 8 p.m.

Motion Carried All in favour

Next regular meeting of Council: Monday, April 6 at 7:30 p.m.



MAYOR BETTY MOORE



TOWN CLERK

DATE MINUTES ADOPTED BY COUNCIL

A regular meeting of the Town of Clarke's Beach was held on Monday, April 27th, 2020. (Virtual meeting due to COVID19)

In attendance:

Mayor Betty Moore
Deputy Mayor Wayne Snow
Councillor Danielle Bussey
Councillor Crystal Bradbury
Councillor Norman Hillier
Councillor George Janes
Councillor Kelly Kavanagh
Town Clerk Joan Wilcox

WELCOME

Mayor Moore welcomed all to the meeting
Meeting opened at 7 p.m.

Minutes for adoption: Regular Meeting - March 2, 2020

Motion # _____ Crystal Bradbury/Norman Hillier

Resolved that the Town of Clarke's Beach adopt the minutes of March 2, 2020 meeting as circulated. Motion Carried All in favour

Business arising out of the minutes:

- ☛ Application forwarded to Provincial Government re storm surge damages funding - War Memorial site

- ☛ Suggested that the Town Council undertake clean up of the Oceanview Park. Hire appropriate equipment required & lay seed or sod where required as well.

FINANCIAL:

Bank account balances provided.

BILLS FOR PAYMENT: \$ 19,100.25

Motion # _____ George Janes/Norman Hillier

Resolved that the bills totalling \$19,110.25 be paid.

Motion Carried All in favour

DEVELOPMENT APPLICATIONS:

1. Personal usage garage 37-39 Glam Road

Site assessed by W/W Operator

2. Personal usage garage 20-22 Dawes Avenue

Motion # _____ George Janes/Wayne Snow

Resolved that the Town of Clarke's Beach issue building permits for personal usage garages at civic addresses

37-39 Glam Road & 20-22 Dawes Avenue.

Motion Carried All in favour

CORRESPONDENCE:

1. Email from Ms. X asking if virtual meeting can be arranged to discuss piece of land in Clarke's Beach... Hill Avenue

☛ Council to advise Ms. X that the land in question is located within the RURAL ZONE of the Town of Clarke's Beach Municipal Town Plan. Residential dwellings are not listed as a permitted use in this Zone classification. The Town of Clarke's Beach is however currently involved in a Municipal Plan Review. Council will be doing a review of all current zoning to ascertain if it is feasible to make changes in any particular zone. To answer, the enquiry, at present time to construct a house on this particular piece of property can not be entertained due to the current zoning of the property.

2. Circular from Municipal Affairs advising of Communication protocol due to COVID19

3. Circular from Municipal Affairs re Council meetings during

Covid19

4. Letter from Municipal Affairs Minister re COVID19 - State of Emergency
5. Correspondence from Anna, Tract Consulting re Town Plan Council asked that Anna be advised that if possible Council would like to wait until a sit down meeting can be held prior to proceeding further with the Town Plan.

OTHER BUSINESS:

- Town Office is closed to the general public due to COVID19
Town Clerk still in the office to carry on with administrative Duties.

Mayor Moore updated Council on the measures taken to comply with Provincial guidelines regarding Town workers.

RE: BULK CLEANUP

- Eastern Waste Management advised that due to COVID19
April 23 BULK CLEANUP is cancelled.

Dawes Avenue

Concern received from resident about traffic speeding on Dawes Avenue. Mayor Moore will contact the Administrator of the Nursing Home and ask that all staff be made aware of speed limits on this street.

Motion Avenue

Councillor Bussey asked if signage could be placed on Main St warning vehicular traffic of the traffic entering/exiting Motion Avenue.

ADJOURNMENT

Motion # _____ George Janes/Crystal Bradbury

Resolved meeting now adjourn. Motion carried 7/7

Time: 7 pm.

Signed:  Mayor  Town Clerk