Village of Blacks Harbour Council

Council Chambers – 65 Wallace Cove Road

Present: Mayor James, Deputy Mayor Mahar, Councillors Hatt, Breau, Chase & Harris
Interim Clerk/Treasurer, Andrea Hawkins

Guests: Cpl. Dan Smith, RCMP

1. Call to order – 6:40 p.m.	
2. Recording of guests	
3. Business Arising from Closed Session MOVED BY: Councillor Harris SECONDED BY: Councillor Breau Be it resolved: That the flowing items be brought forward from Closed Session: 19.1 Invitational Tender - Public Works Truck 17-003 19.2 Award Tender 17-002 - Canteen Services 19.3 Administrative Policy #52 – Policy Regarding Travel of Mayor & Councillors/Conference Travel 19.4 Administrative Policy #53 – Policy Regarding Report of Administration Staff/Elected Officials/Public 19.5 SWNBSC – Rural Lynx 19.6 Appointment CCRTA CARRIED	092017-01
4. Approval Agenda MOVED BY: Councillor Chase SECONDED BY: Deputy Mayor Mahar Be it resolved: That the agenda for the September 20, 2017, Regular Council Meeting be accepted with the above noted additions. CARRIED	092017-02
5. RCMP Report MOVED BY: Councillor Chase SECONDED BY: Deputy Mayor Mahar Be it resolved:	

That the RCMP Reports for the months of June, July & August be approved and filed. CARRIED	092017-03
6. Fire Department Report MOVED BY: Councillor Chase SECONDED BY: Councillor Hatt Be it resolved: That the Fire Department Reports for the months of June, July & August be approved and filed. CARRIED	092017-04
7. Building Inspector's Report MOVED BY: Councillor Chase SECONDED BY: Deputy Mayor Mahar Be it resolved: That the Building Inspector's Reports for the months of June, July & August be approved and filed. CARRIED	092017-05
8. Opening remarks - nil	
9. Disclosure of Conflict of Interest on Agenda Items - nil	
10. Approval of Council Minutes 10.1 Approval of Council Minutes – Regular Meeting June 21, 2017 MOVED BY: Councillor Chase SECONDED BY: Councillor Breau Be it resolved: That the minutes from the Regular Meeting of June 21, 2017, be approved and filed. CARRIED	092017-06
10.2 Approval of Council Minutes – Special Meeting August 23, 2017 MOVED BY: Councillor Harris SECONDED BY: Councillor Breau Be it resolved: That the minutes from the Special Meeting of August 23, 2017, be approved and filed. CARRIED	092017-07

11.1 Approval of Budget Figures MOVED BY: Councillor Harris SECONDED BY: Councillor Breau Be it resolved: That Council approve the Budget Figures for the period ending August 31, 2017. CARRIED	092017-08
11.2 Approval of Accounts Payable MOVED BY: Councillor Harris SECONDED BY: Councillor Breau Be it resolved: Council approve the remainder of Accounts Payable paid for the month of June 2017 in the amount of $31,623.61 and Payables for the Months of July & August in the amount of $264,979.80 and Payables to date for the month of September in the amount of $85,043.06. CARRIED	092017-09
12. Reading of Petitions/Presentations/Proclamations 12.1 Proclamation – New Brunswick Wellness Week Mayor James read the New Brunswick Wellness Week Proclamation, and declared the week of Oct. 1 – 7, 2017, as Wellness Week in Blacks Harbour.	
13. Community Contacts - nil	
14. Correspondence 14.1 Correspondence for Action MOVED BY: Councillor Mahar SECONDED BY: Councillor Chase Be it resolved: That the Correspondence for Action report be accepted and the actions taken as noted. CARRIED	092017-10
14.2 Correspondence for Information MOVED BY: Councillor Mahar SECONDED BY: Councillor Chase Be it resolved: That the Correspondence for Information report be accepted and filed. CARRIED	092017-11
15. Staff Reports	

15.1 Staff Reports – NIL	
15.2 Approval of the Public Works Report MOVED BY: Councillor Harris SECONDED BY: Deputy Mayor Mahar Be it resolved: That the Public Works reports for the months of June, July & August as circulated be approved and filed. CARRIED	092017-12
16. Committee Reports/Approval of Minutes and Recommendations Appointment of CAO Position MOVED BY: Councillor Harris SECONDED BY: Deputy Mayor Mahar Be it resolved; Whereas, Village Council has completed the recruitment process for the position of a Chief Administrative Officer for the Village of Blacks Harbour, There I move Mr. David Gray, be appointed to the CAO position for the Village of Blacks effective date September 25, 2017, with terms and conditions as set out in his letter of offer/employment from the Village dated and signed Sept. 1/17. The CAO shall also function as Clerk/Treasurer and Development Officer and Privacy Officer for Blacks Harbour. Carried.	092017-13
Change of Signing Officers – Bayview Credit Union MOVED BY: Councillor Harris SECONDED BY: Deputy Mayor Mahar Be it resolved; Whereas the Village of Blacks Harbour has appointed David Gray as the new Chief Administrative Officer, requiring the Municipality make changes to their signing officers with the Bayview Credit Union as follows: In accordance to the Municipalities Act, Council give authorization to Mayor Terry James, Deputy Mayor, David Mahar, CAO/Clerk/Treasurer, David Gray and Asst. Clerk/Treasurer, Andrea Hawkins to act as the signing officers for the Village of Blacks Harbour. Cheque signing for the Municipality is not to bear both signatures at the same time of the Mayor and Deputy Mayor or the CAO/Clerk/Treasurer and the Asst. Clerk/Treasurer. CARRIED	092017-14
Change of Signing Officers – Scotiabank	

MOVED BY: Councillor Harris SECONDED BY: Deputy Mayor Mahar Be it resolved; Whereas the Village of Blacks Harbour has appointed David Gray as the new Chief Administrative Officer, requiring the Municipality make changes to their signing officers with the Scotiabank as follows: In accordance to the Municipalities Act, Council give authorization to Mayor Terry James, Deputy Mayor, David Mahar, CAO/Clerk/Treasurer, David Gray and Asst. Clerk/Treasurer, Andrea Hawkins to act as the signing officers for the Village of Blacks Harbour. Cheque signing for the Municipality is not to bear both signatures at the same time of the Mayor and Deputy Mayor or the CAO/Clerk/Treasurer and the Asst. Clerk/Treasurer. CARRIED	092017-15
16.1 Planning Advisory Committee Report MOVED BY: Councillor Chase SECONDED BY: Councillor Hatt Be it resolved; The Planning Advisory Committee report be approved as presented. CARRIED	092017-16
16.2 Personnel Committee Report MOVED BY: Councillor Harris SECONDED BY: Councillor Breau Be it resolved; The Personnel Committee Report be accepted as presented. CARRIED	092017-17
16.3 Recreation Committee Report MOVED BY: Councillor Hatt SECONDED BY: Deputy Mayor Mahar Be it resolved: The Recreation Committee Report be accepted as presented. CARRIED	092017-18
17. Other Committees/Agencies Reports 17.1 Regional Service Commission #10 Report	
18. Business Arising from the Minutes	
19. Unfinished Business 19.1 - Invitational Tender - Public Works Truck 17-003 MOVED BY: Deputy Mayor Mahar	

SECONDED BY: Councillor Chase Be it resolved: Whereas the Village tendered for a Public Works Truck through NBON and did not receive any submissions, therefore, invitational tenders will be sent out to local Ford, Dodge and Chev dealers for: "A dual rear wheel 350 or 3500 series truck with V8 gasoline engine, single cab, regular long box, 4x4 with option for an extended cab or super cab in the tender. CARRIED	092017-18
19.2 Award Tender 17-002 - Canteen Services MOVED BY: Councillor Chase SECONDED BY: Councillor Breau Be it resolved: That Tender #17-002 for the Provision of Canteen Services be awarded to Muriel Sawler as per proposal submission with negotiated amendment. CARRIED	092017-19
19.3 Administrative Policy #52 – Policy Regarding Travel of Mayor & Councillors/Conference Travel MOVED BY: Councillor Chase SECONDED BY: Councillor Harris Be it resolved: That Policy #52 – Policy Regarding Travel of Mayor & Councillor – Conference Travel be adopted effective September 20, 2017. CARRIED	092017-20
19.4 Administrative Policy #53 – Policy Regarding Report of Administration Staff/Elected Officials/Public MOVED BY: Councillor Chase SECONDED BY: Deputy Mayor Mahar Be it resolved; That Policy #53 – Policy Regarding Report of Administration Staff/Elected Officials/Public be adopted effective September 20, 2017. CARRIED	092017-21
20. New Business 20.1 Proposed Five Year Plan for Designated Highway Program MOVED BY: Councillor Chase SECONDED BY: Councillor Harris Be it resolved; That the Village of Blacks Harbour submit the Revised 5 Year Plan (2018 – 2021) to the Municipal Designated Highways Program.	

CARRIED	092017-22
21. Zoning Matters – nil	
22. Consideration of By-laws – nil	
23. Appointment – CCRTA MOVED BY: Deputy Mayor Mahar SECONDED BY: Councillor Chase Be it resolved; That Councillor Natalie Harris be appointed to represent the Village on the CCRTA Board. CARRIED	092017-23
24. Next Meeting/s: Regular Meeting October 18, 2017 @6:30 p.m.	
25. Adjournment MOVED BY: Councillor Breau SECONDED BY: Councillor Chase Be it resolved: That the meeting be adjourned at 8:12 p.m.	

Terry James, Mayor

Andrea Hawkins, Assistant Clerk/Treasurer