

**TOWN OF HARBOUR GRACE**

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall via Teleconference,  
May 15, 2020 at 3:00 PM.

*Members Present* Mayor Don Coombs  
Deputy Mayor Sonia Williams  
Councillors: Lyda Byrne  
Paul Fitzgerald  
Kathy Tetford  
Kevin Williams

*Members Absent* Councillors: Shawn Vaters

*Staff Present* Acting Town Clerk Sean O'Brien  
Admin. Assistant-A/R Clerk Nancy Pike

Mayor Coombs called the meeting to order at 3:31pm.

Town Clerk Motioned to appoint Mr. Sean O'Brien as the acting Town Clerk.  
**MOTION #20-241 DEPUTY MAYOR WILLIAMS/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

Minutes: Regular meeting minutes of February 13, 2020 were adopted as presented,  
Regular Meeting with the following errors and/or omissions:  
February 13, 2020 1. Page 1, Business arising from Minutes: Clr. Tetford requested to have the minutes reflect that her reason for resigning was that she did not have access to information or reports for the last four to six months prior to her resignation.  
**MOTION #20-242 CLR. BYRNE/CLR. TETFORD  
CARRIED UNANIMOUSLY**

Minutes: Special meeting minutes of March 2, 2020 were adopted as presented  
Special Meeting with the following errors and/or omissions:  
March 2, 2020 1. Page 2, Budget; Clr. Tetford requested to have the minutes reflect that Deputy Mayor Williams originally seconded the motion to adopt the budget but then withdrew because the budget presentation was not complete.  
**Mayor Coombs called for a motion to adopt Special Meeting Minutes from March 2, 2020 however motion was not made or voted on.**

Online Banking Motioned to approve the Accounts Receivable Clerk to have a delegate card for the Town's  
Delegate Card CIBC accounts and to move forward with online banking.  
**MOTION #20-243 CLR. BYRNE/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM MINUTES**

Letter to Minister Bragg Mayor Coombs advised that the letter has not been sent due to the current circumstances that would not allow for a meeting. Clr. Tetford does not think that the meeting is still necessary, \$377,278.00 will be coming to the Town from HST rebates that were not completed. At the time the meeting was requested, Councillors were not aware that this money was outstanding. Mayor Coombs explained that the 2020 revenue was used to pay 2019 bills and does not want this to continue again this year. After a lengthy discussion, Mayor Coombs requested to have the Finance Committee review and come back with a recommendation.

**CORRESPONDENCE**

MAA Mayor Coombs tabled correspondence from the Municipal Assessment Agency outlining their response to the COVID-19 pandemic.  
Dept. of Municipal Affairs Mayor Coombs tabled correspondence from the Department of Municipal Affairs providing clarity to the current situation as it relates to local government operations.

**CORRESPONDENCE**

|                              |  |
|------------------------------|--|
| Dept. of Municipal Affairs   | Mayor Coombs tabled correspondence the Department of Municipal Affairs updating the information on circular COR/2020/01205 concerning the issue of municipal Council and LSD meetings.               |
| Janey O'Reilly, OIPC         | Mayor Coombs tabled correspondence from the Office of the Information and Privacy Commissioner with an update on how to apply for COVID-19 related extensions for Municipalities.                    |
| Dept. of Municipal Affairs   | Mayor Coombs tabled correspondence from the Department of Municipal Affairs concerning the availability, storage, and handling of chlorine disinfection products for drinking water during COVID-19. |
| Rhonda Tulk-Lane, CRA        | Mayor Coombs tabled correspondence from the Canada Revenue Agency with a guide on how to apply for the Canada Emergency Wage Subsidy (CEWS).   |
| Krista Parsons, PMA          | Mayor Coombs tabled correspondence from the Professional Municipal Administrators with an update on the 2020 fee structure.  |
| Dept. of Municipal Affairs   | Mayor Coombs tabled correspondence from the Department of Municipal Affairs concerning the urban and rural planning act, 2000; public hearings, registration and appeals.                            |
| Dept. of Municipal Affairs   | Mayor Coombs tabled correspondence from the Department of Municipal Affairs concerning public parades.   |
| MAA                          | Mayor Coombs tabled correspondence from the Municipal Assessment Agency outlining the 2020 Assessment Service Fee.   |
| Dept. of Municipal Affairs   | Mayor Coombs tabled correspondence from the Department of Municipal Affairs concerning year end claims for Municipal Infrastructure Programs.  |
| Service NL                   | Mayor Coombs tabled a certificate of Approval for the installation of a sewage system/water supply for Crown Land # 153281.  |
| Dave Peddle, Harris & Assoc. | Mayor Coombs tabled correspondence from Dave Peddle of Harris & Associates concerning Project # AP-MCW-20239 G212 Harbour Grace.   |
| Bear's Cove Road             | Mayor Coombs tabled an application for building permit for Bear's Cove Road. Referred to Housing.  |
| Kildare Road                 | Mayor Coombs tabled an application for building permit for Kildare Road. Referred to Housing.  |
| 520 Water Street             | Mayor Coombs tabled an application for building permit for 520 Water Street. Referred to Housing.  |
| 65 Harvey Street             | Mayor Coombs tabled an application for building permit for 65 Harvey Street and request to house chickens. Referred to Housing.  |
| 33 Fisherman's Road          | Mayor Coombs tabled an application for building permit for 33 Fisherman's Road. Referred to Housing.   |
| 99-103 Water Street          | Mayor Coombs tabled an application for building permit for 99-103 Water Street. Referred to Housing.   |
| 688 Harvey Street            | Mayor Coombs tabled an application for building permit for 688 Harvey Street. Referred to Housing.   |
| 407 Water Street             | Mayor Coombs tabled correspondence from property owner requesting business tax relief due to the COVID-19 crisis. Referred to Finance.   |
| 82 Lady Lake Road            | Mayor Coombs tabled correspondence from property owner requesting business tax relief. Referred to Finance.  |

**CORRESPONDENCE**

|                        |  |
|------------------------|--|
| 82 Lady Lake Road      | Mayor Coombs tabled correspondence from property owner requesting business tax relief. Referred to Finance   |
| 34-36 Water Street     | Mayor Coombs tabled correspondence from property owner requesting business tax relief. Referred to Finance   |
| 17 Harvey Street       | Mayor Coombs tabled correspondence from a business owner requesting business tax relief. Referred to Finance   |
| 30-32 Squires Court    | Mayor Coombs tabled correspondence from property owner requesting business tax relief. Referred to Finance   |
| 322 Harvey Street      | Mayor Coombs tabled correspondence from business owner requesting business tax relief due to the closure of the business. Referred to Finance  |
| Ms. Joy French-Coleman | Mayor Coombs tabled correspondence from Ms. Joy French Coleman concerning her previous request to have the C.L.B. recognized.  |
| 18 Morrissey Road      | Mayor Coombs tabled correspondence from Mr. John Morrissey concerning damage to his property during snow clearing. Referred to Public Works.   |
| Republic of NL Brewery | Referred to Finance.   |
| Mr. Todd Parsons       | Mayor Coombs tabled correspondence from Mr. Todd Parsons resigning his position as the Municipal Enforcement Officer for the Town of Harbour Grace. Mayor Coombs thanked Mr. Parsons for his service. Referred to Human Resources.<br><br>Motioned to accept Mr. Todd Parsons' letter of resignation and send a thank you letter to Mr. Parsons. |
|                        | <b>MOTION #20-244</b> <b>DEPUTY MAYOR WILLIAMS/CLR. BYRNE</b><br><b>CARRIED UNANIMOUSLY</b>  |
| 122 Water Street       | Mayor Coombs tabled an application for building permit for 122 Water Street. Referred to Housing.  |
| 118-120 Southside Road | Mayor Coombs tabled an application for building permit for 118-120 Southside Road. Referred to Housing.  |
| 488 Harvey Street      | Mayor Coombs tabled an application for building permit for 488 Harvey Street. Referred to Housing.   |
| 88-92 Lady Lake Road   | Mayor Coombs tabled an application for building permit for 88-92 Lady Lake Road. Referred to Housing.  |
| 185 Thicket Road       | Mayor Coombs tabled an application for building permit for 185 Thicket Road. Referred to Housing.  |
| 424 Harvey Street      | Mayor Coombs tabled an application for building permit for 424 Harvey Street. Referred to Housing.   |
| Connor's Valley Road   | Mayor Coombs tabled an application for building permit for Conner's Valley Road. Referred to Housing.  |
| 37-45 Hard Path Road   | Mayor Coombs tabled an application for building permit for 37-45 Hard Path Road. Referred to Housing.  |

**NEW BUSINESS**

|                       |   |
|-----------------------|---|
| Come Home Year Update | Motioned to postpone Come Home Year in the Town of Harbour Grace until July 2021.             |
|                       | <b>MOTION #20-245</b> <b>CLR. TETFORD/DEPUTY MAYOR WILLIAMS</b><br><b>CARRIED UNANIMOUSLY</b> |

Kitchen’s Hill Update

Mayor Coombs advised that Platinum Construction plans to start this month. There is an issue with land which has been referred to Finance for a recommendation. There may be some excess funding from Kitchen’s Hill to allow work to be done on adjoining Roads (Queen’s Road and Tarrant’s Hill).

Motioned to write Minister of Municipal Affairs, Mr. Bragg and request permission to use any surplus funding from Kitchen’s Hill Project # 17-SCF-1900107 to continue needed upgrades on Tarrant’s Hill and also to request to use any surplus funding from Noad Street Project # 17-SCF-190010A to continue need upgrades on Queen’s Road.

**MOTION #20-246**                      **DEPUTY MAYOR WILLIAMS/CLR. BYRNE**  
**CARRIED UNANIMOUSLY**

**COMMITTEE REPORTS**

**CAPITAL & PUBLIC WORKS COMMITTEE**

Deputy Mayor Williams advised that the Public Works Committee has met a few times and have started discussion on paving to be done in the Town this year.

**FINANCE COMMITTEE**

Tax Relief

Motioned that Par Id 084277 shall be granted relief of business tax for the 2020 tax year due to their inability to operate under government restrictions due to the COVID-19 pandemic. Should these restrictions be lifted, and the business be permitted to open for operation during the 2020 season then the taxes shall be adjusted and prorated to reflect the same.

**MOTION #20-247**                      **CLR. BYRNE/DEPUTY MAYOR WILLIAMS**  
**CARRIED UNANIMOUSLY**

Motioned that Par Id 084991 shall be granted relief of business tax for the 2020 tax year due to their inability to operate under government restrictions due to the COVID-19 pandemic. Should these restrictions be lifted, and the business be permitted to open for operation during the 2020 season then the taxes shall be adjusted and prorated to reflect the same.

**MOTION #20-248**                      **CLR. BYRNE/DEPUTY MAYOR WILLIAMS**  
**CARRIED UNANIMOUSLY**

Motioned that Par Id 083188 shall be granted relief of business tax for the 2020 tax year due to their inability to operate under government restrictions due to the COVID-19 pandemic. Should these restrictions be lifted, and the business be permitted to open for operation during the 2020 season then the taxes shall be adjusted and prorated to reflect the same.

**MOTION #20-249**                      **CLR. BYRNE/DEPUTY MAYOR WILLIAMS**  
**CARRIED UNANIMOUSLY**

Motioned that Par Id 085257 shall be granted relief of business tax for the 2020 tax year due to their inability to operate under government restrictions due to the COVID-19 pandemic. Should these restrictions be lifted, and the business be permitted to open for operation during the 2020 season then the taxes shall be adjusted and prorated to reflect the same.

**MOTION #20-250**                      **CLR. BYRNE/CLR. WILLIAMS**  
**CARRIED UNANIMOUSLY**

Motioned to adjust the 2020 tax account for Family Focus Health Centre to the 2019 tax assessment.

**MOTION #20-251**                      **CLR. BYRNE/DEPUTY MAYOR WILLIAMS**  
**CARRIED UNANIMOUSLY**

Deputy Mayor Williams noted that the finance committee will be reviewing this issue for the 2021 tax year to fix this issue.

**FINANCE COMMITTEE**

Tax Relief

Motioned that the business tax associated with Par Id 083864 shall be removed as this business is no longer operating.

**MOTION #20-252 CLR. BYRNE/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

Interest on Arrears

Motioned that due to the closure of the Council Office due to the COVID-19 Pandemic, all interest on arrears for the months of March, April, and May 2020 not be charged. This shall be further reviewed in June 2020 when we determine the lifting of government restrictions.

**MOTION #20-253 CLR. BYRNE/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

65 Harvey St.-Bldg App

Motioned to approve the application for building permit as submitted by Jordin & Natalie Austin to construct a 6' x 8' greenhouse located at 65 Harvey Street subject to all Town Development Standards.

**MOTION #20-254 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

520 Water St.-Bldg App

Motioned to approve the application for building permit as submitted by Gerard Kelly to construct a 10' x 7' greenhouse located at 520 Water Street subject to all Town Development Standards.

**MOTION #20-255 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

33 Fisherman's Rd.-Bldg App

Motioned to approve the application for building permit as submitted by Ryan Mercer to construct a 32' x 40' detached garage located at 33 Fisherman's Road subject to all Town Development Standards.

**MOTION #20-256 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

688 Harvey St.-Bldg App

Motioned to approve the application for building permit as submitted by Cabrini Miller to construct a 10' x 7' greenhouse and a 10'x 12' shed located at 688 Harvey Street subject to all Town Development Standards.

**MOTION #20-257 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

122 Water St.-Bldg App

Motioned to approve the application for building permit as submitted by Patrick Hearn to construct a 16' x 22' detached garage located at 122 Water Street subject to all Town Development Standards.

**MOTION #20-258 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

118 Southside Rd.-Bldg App

Motioned to approve the application for building permit as submitted by Kenneth & Andrea Davis to construct a 30' x 26' garage located at 118-120 Southside Road subject to all Town Development Standards.

**MOTION #20-259 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

448 Harvey St.-Bldg App

Motioned to approve the application for building permit as submitted by Francis & Sharon Reynolds to construct a 12' x 10' shed located at 448 Harvey Street subject to all Town Development Standards.

**MOTION #20-260 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

- 88 Lady Lake Rd.-Bldg App Motioned to approve the application for building permit as submitted by Garry Crocker to construct a 12' x 10' shed located at 88-92 Lady Lake Road subject to all Town Development Standards.  
**MOTION #20-261 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**
- 185 Thicket Rd.-Bldg App Motioned to approve the application for building permit as submitted by Terrance Galway to construct a 20' x 20' shed located at 185 Thicket Road subject to all Town Development Standards.  
**MOTION #20-262 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**
- 424 Harvey St.-Bldg App Motioned to approve the application for building permit as submitted by Keith & Maria McCarthy to construct an 8' x10' greenhouse located at 424 Harvey Street subject to all Town Development Standards.  
**MOTION #20-263 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**
- Connor's Valley Rd.-Bldg App Motioned to approve the application for building permit as submitted by Jerry Crocker to construct a 36' x 28' residential dwelling located at Connor's Valley Road in Bristol's Hope subject to:  
  1. All Town Development Standards.
  2. Well & septic system approval by Service NL
  3. Driveway access approval by the Department of Transportation and Works**MOTION #20-264 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**
- Kildare Rd.-Bldg App Motioned to approve in principle, the application for building permit as submitted by Faye Andrews to construct a 58' x 38' residential dwelling located at Kildare Road subject to:  
  1. The section of Kildare Road from #63 Kildare Road to the proposed development being surveyed & upgraded to the Town's standard and approved by Harris & Associates.
  2. All Town Development Standards
  3. Well & septic system approval by Service NL**MOTION #20-265 CLR. WILLIAMS/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- 99 Water St. East-Bldg App Motioned to approve in principle, the application for building permit as submitted by Glen Heffernan & Joy Hoyles to construct a residential dwelling located at 99-103 Water Street East subject to:  
  1. All Town Development Standards.
  2. Connection to Town water & sewer at the applicants' expense.
  3. Obtaining written permission to route waterline through adjacent easement.**MOTION #20-266 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**
- 37 Hard Path Rd-Bldg App Motioned to approve in principle, the application for building permit as submitted by Bernie Collins to construct a 50' x 32' residential dwelling located at 37-45 Hard Path Road subject to:  
  1. All Town Development Standards.
  2. Well & septic system approval by Service NL**MOTION #20-267 CLR. WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

Bear's Cove Rd.-Bldg App      Clr. Williams advised that the application submitted to construct a residential dwelling on Bear's Cove Road (lower end) has been deferred to the committee for review.

**ECONOMIC DEVELOPMENT COMMITTEE**

No report

**TOURISM & HERITAGE COMMITTEE**

No report

**HUMAN RESOURCES COMMITTEE**

Clr. Byrne advised that she has HR items to discuss under privileged.

**PARKS & RECREATION COMMITTEE**

Deputy Mayor Williams advised that the walking track at St. Francis Field is open from 8:00am to 9:00pm daily. For safety reasons, residents are asked to walk in a counter clockwise direction, which has been the most popular direction. Deputy Mayor Williams also noted that hand sanitizer is in place. Seven sets of Adirondack chairs are ready to be placed as well as additional picnic tables. The community centre is being used as a testing site for COVID-19. New signs are being made for the walking trail along with a map. The RCMP have been informed of an incident on the trail. The community garden is underway, and all boxes have been spoken for.

Mayor Coombs asked about social distancing protocols for using chairs/picnic tables and asked the Deputy Mayor to contact Mr. Sharpe and inquire about signage, etc. before opening up

Motioned to write the Minister of Municipal Affairs, Mr. Bragg, and request to use some gas tax money for the proposed splash pad.

**MOTION #20-268      DEPUTY MAYOR WILLIAMS/CLR. BYRNE  
CARRIED UNANIMOUSLY**

**FIRE DEPARTMENT LIAISON**

Deputy Mayor Williams informed Council that the HGVFB Executive is looking at ways to train using social distancing. Smaller crews using social distancing have continued to attend training nights to keep up on routine check of the trucks. She also advised Council of a serious structure fire in which bystanders took action to help get the resident out through a window, the fire department was able to perform first aid prior to the ambulance arriving. Deputy Mayor Williams was happy to report that it was a positive outcome for the individual. The department received a letter from Fire Inspector Furey thanking them for the good job on being able to save some of the property.

**COMMUNITY CENTRE LIAISON**

No report

**CIVIC EVENTS LIAISON**

Clr. Byrne advised that she has no report. She has requested to join the group but to date, has not been added. Acting CAO to find out why Clr. Byrne has not been added.

**JOINT COUNCIL LIAISON**

No report

**HARBOUR GRACE BCIB**

Clr. Tetford advised that the committee has been carrying on with meetings through virtual meetings.

**CAO/TOWN CLERK REPORT**

No report

Mayor Coombs thanked the office staff for the pride that they are taking in the town through these turbulent times.

**ECONOMIC DEVELOPMENT OFFICER REPORT**

No report

Mayor Coombs noted that the EDO is moderating today's meeting and is on top of grants. He has also been discussing summer students with the HR committee.

**PUBLIC WORKS SUPERINTENDENT REPORT**

No report

**DANNY CLEARY HARBOUR GRACE COMMUNITY CENTRE MANAGER'S REPORT**

No report

**MUNICIPAL ENFORCEMENT OFFICER'S REPORT**

No report

**COUNCILLOR'S SUGGESTIONS/CONCERNS**

|                        |  |
|------------------------|--|
| Harvey Street          | Clr. Fitzgerald inquired if all the documentation on Harvey Street from the engineering firm has been submitted to allow the Town to go to tender at the end of May. Mayor Coombs advised that funding is available to complete Phase IV from Kay's Restaurant to Lee's Lane and anticipates that tenders for this will be called in the near future and work to be completed this construction season. Papers were signed prior to the COVID-19. Phase V, from Lee's Lane to the Irving Station, the Town has applied for funding for this project but to date has not received approval from government. |
| Signage                | Clr. Tetford advised Council that she was contacted by a resident requesting signage re: illegal drug use. Referred to Housing. Mayor Coombs say that the Town must be careful of what it does.  |
| Noise complaint        | Clr. Tetford said that she has received two complaints from residents of Lemarchant Street concerning the use of a generator. She noted that this issue has been ongoing for a long time and requested an update. Referred to Housing to bring back an update for the next meeting.  |
| Illegal Animals        | Clr. Tetford noted that Council must keep on top of the illegal animal on residential properties issue and that the Town needs to make a serious effort to help residents.   |
| Wood Cutting           | Clr. Williams noted that there is a lot of wood being cut on the trail and the Amelia Earhart Airport. Clr. Williams requested to have signage erected. It was suggested that the Department of Forestry should be called to investigate.  |
| CAO Advertisement      | Clr. Byrne requested to see the last CAO advertisement to ensure that everything is included. Human Resources will review the ad and approve. It was also suggested to contact Mr. Dan Noseworthy.   |
| CB Museum              | Deputy Mayor Williams advised that the committee held a meeting concerning the upcoming season, the possibility of hiring a curator and discussing summer student placements. A member has resigned, and the committee is looking for new member.  |
| Generator              | Deputy Mayor Williams stated that the issue with the generator needs to be dealt with.   |
| Water Street           | Deputy Mayor Williams noted that the shoulders of the road on Water Street need to be filled in. Referred to Public Works Superintendent.  |
| HGBCIB                 | Deputy Mayor Williams announced that she has not been involved with the Harbour Grace Board of Culture, Innovation, & Business. She was appointed as liaison and her wish is to quit the board for various reasons and will follow up with a letter to the group and each member and the Town, explaining why.   |
| Harvey Street Phase IV | Deputy Mayor Williams advised Council that there was a lot of activity on social media concerning Harvey Street. She advised that she was tagged in a letter that she could not see but noted that she will contact this person as she does not use her personal Facebook account to respond to Town issues. Deputy Mayor Williams also noted that she made motions regarding Harvey Street in Fall 2019 and that the Town does whatever it can to make sure that this project moves forward.  |



**COUNCILLOR'S SUGGESTIONS/CONCERNS**

Deputy Mayor Williams wished everyone a happy long weekend.

Deputy Mayor Williams thanked Tony Ryan and Sean O'Brien for their help with the budget this year.

Mayor Coombs noted that he has had meetings with Eastern Health and Joint Council concerning the waste management facility, it needs to be opened as soon as possible.

Adjournment

Motioned to adjourn the regular meeting of Council at 4:40 P.M.

**MOTION #20-269 CLR. WILLIAMS/CLR. BYRNE  
CARRIED UNANIMOUSLY**

Next regular meeting of Council is Monday, June 1, 2020 at 7:00 PM.

**Regular Meeting of Council reopened at 5:15pm**

*Members Present*

|              |                |
|--------------|----------------|
| Mayor        | Don Coombs     |
| Deputy Mayor | Sonia Williams |
| Councillors: | Lyda Byrne     |
|              | Kathy Tetford  |
|              | Kevin Williams |

*Members Absent*

|              |                 |
|--------------|-----------------|
| Councillors: | Paul Fitzgerald |
|              | Shawn Vaters    |

*Staff Present*

|                   |              |
|-------------------|--------------|
| Acting Town Clerk | Sean O'Brien |
|-------------------|--------------|

Motioned that the Acting Town Clerk receive the \$50.00 per week vehicle allowance as per Town policy, for use of his personal vehicle. To be paid on a Monthly basis and to be retroactive to December 2019, when Mr. O'Brien stepped into the role of Acting Town Clerk.

**MOTION #20-270 CLR. BYRNE/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

Adjournment

Motioned to adjourn the regular meeting of Council at 5:19 P.M.

**MOTION #20-271 CLR. BYRNE/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

**Confirmed:**

\_\_\_\_\_  
Don Coombs, Mayor  
Np

\_\_\_\_\_  
Sean O'Brien, Acting Town Clerk