



Town Council Emergency Meeting

Monday, September 16, 2024, at 6:30 PM

Attending: Jason Cullihall, Mayor
Jennifer Shears, Deputy Mayor
Patricia Cullihall, Councillor
Tony Smith, Councillor
Keith Granter, Councillor
Laurie Trepanier, Councillor (virtually)
Julie Penney, Town Clerk Manager
Tracy Reid, Town Clerk Assistant

Guest: None

Absent: Wilfred Ellsworth

Signing
Officers: Mayor Jason, Cullihall
Deputy Mayor, Jennifer Shears
Town Clerk Manager, Julie Penney
Town Clerk Assistant, Tracy Reid

1. CALL TO ORDER

The meeting was called to order by Mayor Cullihall at 6:32 pm.

2. ADOPTION of MINUTES

Motion #090-2024 Moved by Councillor Patricia Cullihall and seconded by Councillor Keith Granter.

BE IT RESOLVED that the Town Council of Rocky Harbour adopts the minutes of the Public Meeting of Council held on August 6-2024.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0



Motion Carried

3. ERRORS and OMISSIONS

No errors and omissions.

4. GUEST/ PRESENTATIONS

No guest presentations.

5. BUSINESS ARISING FROM MINUTES

None

6. NEW BUSINESS

- 6.1. Employee Health Benefits quotes from 4 different providers. Payment will be done as a 50/50 split from The Town of Rocky Harbour and the employees. Sunlife provided the best quote. Council decided to go with option # 2 - Sunlife.**

Motion #091-2024 by Councillor Jennifer Shears and seconded by Councillor Tony Smith.

BE IT RESOLVED that the Town Council of Rocky Harbour has agreed to option 2 to pay 50% of employee health benefits.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

6.2. CUPE Agreement

Motion to accept in principle upon amending CUPE agreement now that Health Benefits are approved.

Motion #092-2024 by Councillor Tony Smith and seconded by Councillor Keith



Granter.

BE IT RESOLVED that the Town Council of Rocky Harbour has agreed to approve CUPE agreement in principle upon amending health benefits section.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

- 6.3. **The Town Council has agreed to add Julie Penney, the new Town Manager to be put on as a new officer for signing authority.**

Motion #093-2024 by Councillor Tony Smith and seconded by Councillor Patricia Cullihall

BE IT RESOLVED that the Town Council of Rocky Harbour has agreed to approve the new Town Manager as signing authority.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

- 6.4. **Town clerks to attend MNL Regional Meeting in Cow Head on September 20-21, 2024.**

Motion #094-2024 by Councillor Tony Smith and seconded by Councillor Keith Grantor.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved town clerk staff to attend MNL Regional Meeting.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0



Abstaining: 0
Motion Carried

6.5. Town clerks to attend PMA conference in Corner Brook on October 3-4, 2024.

Motion #095-2024 by Councillor Patricia Cullihall and seconded by Councillor Keith Grantor.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved town clerk staff to attend PMA conference.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

6.6. Kickplates, bearings and refrigerator for Arena to be ordered. Town to acknowledge The Town of Norris Point for their contribution to purchasing kickplates for the arena.

Motion #096-2024 by Councillor Tony Smith and seconded by Councillor Keith Grantor.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved the purchase of kickplates, bearings and refrigerator for the Arena.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

6.7. Sewer line for resident [REDACTED] has been investigated by [REDACTED] and determined there is a dip in their sewer line and this needs to be dug up and repaired. Council has approved for this work to be completed.



Motion #097-2024 by Councillor Tony Smith and seconded by Councillor Jennifer Shears.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved the work on #PAYNS002 sewer line.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

6.8. A part-time operator is needed for winter snow clearing. Council is in agreement to post the position.

Motion #098-2024 by Councillor Jennifer Shears and seconded by Councillor Tony Smith.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved posting and hiring for a part-time operator for snow clearing for The Town of Rocky Harbour.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

6.9. Town to do work on Pond Road to see if it solves an issue of too much pressure in certain residents' homes. This is to be used as an experiment. If successful this could be an option for other residents who are having this issue. Council is in approval in principle of this work if it does not cause disruption to the main road.

Motion #099-2024 by Councillor Jennifer Shears and seconded by Councillor Keith Granter.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved vent pipe



on Pond Road in principle upon re-evaluation that the work does not cause disruption to the main road.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

- 6.10 Jen Jensen has informed council that any further consultation regarding Municipal Plan Zoning there will be an hourly fee of \$120/hour. Council has agreed to this fee upon consultation.**

Motion #100-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved any paying a fee for any future consultation with Jen Jensen regarding municipal plan zoning.

All in favour: Mayor: J. Cullihall
Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0
Abstaining: 0
Motion Carried

- 6.11 Fire Truck Bid – The town had two tenders. One from Safety Source total bid of \$790,070.48 and Metal Fab Limited of a total bid of \$714,121.91. The Town has agreed to go with Metal Fab Limited as they are the lowest tender.**

Motion #101-2024 by Councillor Jennifer Shears seconded by Councillor Tony Smith.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved the Fire Truck Bid with Metal Fab Limited.

All in favour: Mayor: J. Cullihall



Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried

- 6.12 Shannon Ashton Hydro Meters – Gros Morne Community Church and Fish Plant sidewalk lighting service. Council to approve the work that is needed to be done.**

Motion #102-2024 by Councillor Tony Smith seconded by Councillor Jennifer Shears.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved the work to be completed by Shannon Ashton for the Hydro Meters.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried

- 6.13 Tires for Plow Truck (6) and Garbage Trailer (4) need to be purchased due to wear and tear. Tires will be purchased through Northern Tire Cow Head as they were the lowest cost.**

Motion #103-2024 by Councillor Tony Smith seconded by Councillor Patricia Cullihall.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved the purchase of tires for both the Plow Truck and Garbage Trailer.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried



6.14 Application License for Crown Land – Boat launch and day use park. Crown Land has approved the application for the Boat launch and the day use park.

6.15 MMSB License Increase – Deferred until next meeting. Clerk staff to gather more information and look into amount for 2023.

6.16 Donation request from Gros Morne Academy School Breakfast Program. Council to donate \$500 to the Breakfast Club Program.

Motion #104-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

BE IT RESOLVED that the Town Council of Rocky Harbour has approved to donate \$500 to Gros Morne Academy School Breakfast Program.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K.

Granter

Opposed: 0

Abstaining: 0

Motion Carried

6.17 Town Council Safety Concern. Council dealing with an ongoing safety concern. Mayor Cullihall has been receiving numerous messages per day raising concerns for all council members safety. RCMP to attend future public meetings until risk is mitigated. Town Clerk Manager to obtain legal advice regarding the matter.

7. Correspondence

7.1 Amendment to Protected Water Supply – Rocky Harbour/Gull Pond has been approved. Town staff is to post the map and notice letting residents know that there has been a modification to the protected area. Town staff will be receiving signs from Carla Hayes Environmental Scientist of Gov of NL.

- Councillor Laurie T left meeting at 7:03pm due to connectivity issue.

- Councillor Laurie T re-joined meeting at 7:05pm.

8. APPLICATIONS;

8.1 [REDACTED] Application. Approved in principle once 2024 permit and property fees are paid.



Motion #105-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried

8.2 Application from [REDACTED] Switching from monthly rental to a nightly rental – Approved.

Motion #106-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried

8.3 Application from [REDACTED] Septic Field – Approved.

Motion #107-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried

8.4 Application from [REDACTED] Proposed Shed – Approved.

Motion #108-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0



Abstaining: 0

Motion Carried

- Councillor Jennifer Shears left for 8.5 due to a conflict of interest at 7:09pm.

8.5 Application from [REDACTED] Washroom/office – Approved

Motion #109-2024 by Councillor Tony Smith seconded by Councillor Keith Granter.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Motion Carried

- Councillor Jennifer Shears returned at 7:11pm.

8.6 Application from [REDACTED] – Application deferred until property/permit fees for 2024 paid.

8.7 Application from [REDACTED] – Application deferred until property/permit fees for 2024 paid.

9. COMMITTEE REPORTS

9.1 HR Committee – Deferred

Next HR Committee meeting taking place on September 18th at 5:30pm.

9.2. Public Works Committee – no updates

9.3 Recreation Update – no updates

9.4 Rocky Harbour Volunteer Fire Department – no updates.

10. FINANCIAL REPORT

10.1. Accounts Payable

Motion#110--2024 Moved by Councillor Tony Smith, seconded by Councillor Patricia Cullihall.

BE IT RESOLVED that the Town Council of Rocky Harbour will pay all invoices as presented.

All in favour: Mayor: J. Cullihall



Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0 Abstaining: 0
Motion Carried ✱

10.2 General Maintenance Spending Limit that Town Office can spend without needing a motion is \$2,000.

Motion#111--2024 Moved by Councillor Keith Granter, seconded by Councillor Tony Smith.

BE IT RESOLVED that the Town Council has approved a spending limit of \$2,000 without needing a motion in principle upon confirming with Municipal Affairs.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter
Opposed: 0 Abstaining: 0
Motion Carried

11. Next Council Meeting

Mayor Jason Cullihall proposed that council moves back to having public meetings every two weeks and schedule privileged meetings as required. The next public meeting will take place on Tuesday, October 1st at 6:30pm at the Community Hall.

12. Roundtable

12.1 Blockage at White's Lane. It is not draining properly. Gerge to inspect further.

12.2 Public Works staff to inform Office Staff of work being done around town. Town Manager to look into procedure for maintenance/work requisition form.

12.3 Holding tank is needed for Rocky Harbour Pond. Councillor Wilfred Ellsworth had said in previous meeting that they were looking into it.

12.4 Crown Land Application for trail upgrades on top of Spring Lane. Town Manager to get application that was approved amended so that it can be changed to a multi-use trail and not an ATV trail.

12.5 Compliant from resident that the road to Eastern Arm Pond is getting rough. Mayor Cullihall to investigate when he rides the trail.



12.6 Mayor Cullihall reviewed meeting that took place on Friday, September 13th with Minister Hunting. During the meeting The Town of Rocky Harbour discussed applying for the Capital Works Application again this year for a water supply for Rocky Harbour, upgrades to the sewer system in the future, work to be done on Rocky Harbour Warf (rural economic development grant) and harbour front development on Town Square (ACOA Application). Mayor Cullihall, Deputy Mayor Shears, Town Manager and Public Works Manager were in attendance.

13. Motion to Adjourn

Motion#112-2024 Moved by Councillor Tony Smith to adjourn meeting at 7:38 p.m. Seconded by Keith Granter.

All in favour: Mayor: J. Cullihall

Councillors: P. Cullihall, L. Trepanier, J. Shears, T. Smith, K. Granter

Opposed: 0

Abstaining: 0

Mayor
Jason Cullihall
Date:

Town Clerk Manager
Julie Penney
Date: Oct 1, 2024