



**MINUTES**  
**Regular Public Council Meeting**  
**Tuesday September 16, 2025**  
**Town Square**

<b>COUNCIL MEMBERS PRESENT</b>	Mayor Jason Cullihall Councilor, Keith Granter Councilor, Patricia Cullihall Councilor Wilfred Ellsworth Deputy Mayor Jennifer Shears Town Clerk Assistant Shana Pittman
<b>ABSENT</b>	N/A
<b>STAFF PRESENT</b>	Town Clerk Manager, Tracy Reid Town Clerk Assistant Shana Pittman

**1.0 CALL TO ORDER**

Meeting Called to order by Mayor J. Cullihall @ 6.33 pm.

**2.0 ADOPTION OF MINUTES: MOTION # 132-2025**

Minutes were adopted by Councillor Councilor W. Ellsworth and seconded by Councilor Patricia Cullihall

**All In Favor.**

- Mayor J. Cullihall
- Deputy Mayor Jennifer Shears
- Councilor Keith Granter
- Councillor P.Cullihall
- Councillor Ellsworth
- Opposed: 0
- Abstaining: 0

**Motion Carried**

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR HAS ADOPTED PREVIOUS MINUTES.**

**3.0 Errors and Omissions: 0**



4.0 Recreation Director & Minor Hockey committee members were present. Recreation Director suggested raising the canteen prices by \$ 25.00/week.  
Minor Hockey asked if the town would put in a 30 amp plug in for an extra fryer for their canteen .

## 5.0 BUSINESS ARISING FROM MINUTES

5.1 Action Report- same

## 6.0 New Business

6.1 Discussion had about given Fire Dept. members \$ 50.00 cheque in lieu of their volunteering.

**MOTION # 133-2025** Moved by Deputy Mayor Jennifer Shears and seconded by Councilor Patricia Cullihall to give all fire dept members a \$50.00 cheque.

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR WILL GIVE FIRE DEPT MEMBERS \$50.00 CHEQUE.**

**All in Favor.**

Mayor J. Cullihall

Deputy Mayor Jennifer Shears

Councilor Keith Granter

Councillor P.Cullihall

Councillor Ellsworth

Opposed: 0

Abstaining: 0

**Motion Carried**

6.2 New Compressor is needed for Arena.

Young's Industrial Refrigeration Ltd. CRHH075D0C 100 N 7.5-ton 5.75 V 3P Compressor.  
\$ 9890.63 + Hst \$1483.59 = \$11374.22  
Freight & installation Extra.

**MOTION # 134-2025** Moved by councilor Wilfred Ellsworth and seconded by councilor Keith Granter to purchase the compressor for the arena.



**6.2 BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR WILL PURCHASE THE COMPRESSOR.**

**All In Favor.**

Mayor J. Cullihall  
Deputy Mayor Jennifer Shears  
Councilor Keith Granter  
Councillor P.Cullihall  
Councillor Ellsworth  
Opposed: 0  
Abstaining: 0

**Motion Carried**

**6.3 land purchase from Mr. Shears @ 53 old cove road discussed again. Mr Shears is requesting that when the town purchases the triangle portion from him for \$5000.00, he wants to get his land resurveyed and requesting that the town pay for his resurvey and registered if necessary.**

**MOTION # 135-2025** Moved by councilor Patrica Cullihall and seconded by councilor Keith Granter. For council to pay the cost of a new survey and register of deeds if needed for Mr. Shears,

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR WILL PAY FOR THE COSY OF A NEW SURVEY AND REGISTER OF DEEDS IF NECESSARY.**

**All In Favor.**

Mayor J. Cullihall  
Deputy Mayor Jennifer Shears  
Councilor Keith Granter  
Councillor P.Cullihall  
Councillor Ellsworth  
Opposed: 0  
Abstaining: 0

**Motion Carried**

**6.4 Depot worker temporary position is up on October 03/25. Town manager discussed. Council said to reach to Mr. W. Ellsworth first to see if he is coming back to work as his workers compensation is now finished. Can extend Anthony's position for another month or 2 to see what our previous worker's decision is.**



6.5 It was discovered by road committee that the Culvert is needed at Butts Lane, as it is completely rusted out. Public Works to get size and get a quote.

6.6 letter from 11 Shears Lane regarding his previous application. He wants to change the location a little bit. But because his old cabin is there it is against regulations because he is not 15 feet away. He asked if he could build and tear down the old one after. Council said yes but his permit **MUST** stipulate that after his new building is built, that he has 60 days after new building is completed to remove the old one.

**MOTION # 136-2025** Moved by councilor Wilfred ellsworth and seconded by Keith granter that new permit be accepted as long as his permit stipulates that the old one be removed 60 days after the new building is built.

6.6 **BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR** accepts this new application under the conditions above.

**All In Favor.**

Mayor J. Cullihall  
Deputy Mayor Jennifer Shears  
Councilor Keith Granter  
Councillor P.Cullihall  
Councillor Ellsworth  
Opposed: 0  
Abstaining: 0

**Motion Carried**

6.7 Town Manager requested a week holiday for Sept 22-26/205.

**MOTION # 137-2025.** Moved by councilor Patricia Cullihall and seconded by councilor Keith Granter.

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR** accepts the town manager's holiday week.

**All In Favor.**

Mayor J. Cullihall  
Deputy Mayor Jennifer Shears  
Councilor Keith Granter  
Councillor P.Cullihall  
Councillor Ellsworth  
Opposed: 0  
Abstaining: 0

**Motion Carried**



6.8 Town manager brought up the amounts of insects at in the basement of the community hall. Council requested to order 2 dehumidifiers to alleviate some moisture.

**MOTION # 138-2025.** Moved by councilor Wilfred ellsworth and seconded by councilor Keith granter to order 2 dehumidifiers for the basement community hall.

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR will order 2 dehumidifiers.**

**All In Favor.**

- Mayor J. Cullihall
- Deputy Mayor Jennifer Shears
- Councilor Keith Granter
- Councillor P.Cullihall
- Councillor Ellsworth
- Opposed: 0
- Abstaining: 0

**Motion Carried**

6.9 Zamboni Bids were discussed by council: Bids from the public procurement were the following:

: Saunders Equipment LTD.	\$ 134,235.00	HST \$20,135.25	Total \$ 154,370.25,
Engo North America	\$155,777.00	HST \$ 23,366.55	Total \$ 179,143.55
Monarch Enterprises LTD.	\$ 149,700.00	HST 22,455.00	Total \$ 172,155.00

**The lowest bidder was Saunders and bid was accepted by council.**

**Motion # 139-2025** Moved by Wilfred ellsworth and seconded by councilor Keith granter to accept and purchase the Zamboni from Saunders Equipment.



**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR ACCEPTS THE BID FROM SAUNDERS EQUIPMENT.**

**All In Favor.**

Mayor J. Cullihall  
Deputy Mayor Jennifer Shears  
Councilor Keith Granter  
Councillor P.Cullihall  
Councillor W. Ellsworth  
Opposed: 0  
Abstaining: 0

**Motion Carried**

**7.0 Correspondence:**

**8.0**

**8.1 Application from 11 shears lane approved as agreement and motion made in section 6.3**

**8.2 Application 26 Youngs Lane to build shed.**

**Motion # 140-2025** Moved by councilor Patricia Cullihall and seconded by councilor Keith Granter

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR HAD ACCEPTED THE APPLICATION FOR 26 YOUNG'S LANE TO BUILD A SHED.**

**ALL IN FAVOR  
MAYOR J.Cullihall  
Deputy Mayor Jennifer Shears  
Councilor K. Granter  
Councilor P. Cullihall  
Councilor W. Ellsworth**

**Motion Carried**

**8.3 Application from 46 Main Street South presented. To build an extension on his garage.**

**Motion # 141-2025**

Moved by Councilor Patricia Cullihall and seconded by Councilor Keith Granter to approve shed extension

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR HAD ACCEPTED THE APPLICATION FOR 46 MAIN STREET SOUTH TO BUILD A SHE EXTENSION.**

**ALL IN FAVOR  
MAYOR J.Cullihall  
Deputy Mayor Jennifer Shears**



Councilor K. Granter  
Councilor P. Cullihall  
Councilor W. Ellsworth

**Motion Carried**

8.4 Application 17 old cove road requesting water and sewer and to build a shed. Council needs more clarification before issuing a permit.

8.5 Application 37A old cove road to put a mobile domestic saw mill.

**Motion # 142-2025** Moved by Councilor P. Cullihall and seconded by Councilor w. Ellsworth approved providing everything is all done correctly.

BE IT RESOLVED THAT THE APPLICATION FOR 37 A IS APPROVED PROVIDING IT IS A DOMESTIC SAW MILL (MOBILE) ALL IN FAVOR

MAYOR J.Cullihall  
Deputy Mayor Jennifer Shears  
Councilor K. Granter  
Councilor P. Cullihall  
Councilor W. Ellsworth

**Motion Carried.**

8.6 Fence application and letter from Gerry Byrne. He wants to fence his property which will block off a trail that is used for ATV's and snowmobile's. Council asked office staff to reach out to legal because this was not agreed upon when he first bought the property, he was to put a residential house. But years later he wanted it rezoned. Council went through the new development and municipal plan and turned down his recommendation for it to be rezoned as comprehensive development. Council motioned for the property to be kept residential. His original application stated that he would move the trail for the community to continue to use. Now he wants to block it off.

Office staff is in process of seeking legal advise.

9.0 Fire department has a new application for a member, at this time they have their 30 members, as soon as a position becomes available. She will be next in line to become a member.

10. Accounts Payable:



**Motion # 143-2025 Moved** by Deputy Mayor J. Shears and seconded by Councilor K. Granter to pay accounts payable.

**BE IT RESOLVED THAT THE TOWN OF ROCKY HARBOUR ACCEPTS THE MOTION TO PAY THE ACCOUNTS PAYABLE.**

**ALL IN FAVOR**  
**MAYOR J.Cullihall**  
**Deputy Mayor Jennifer Shears**  
**Councilor K. Granter**  
**Councilor P. Cullihall**  
**Councilor W. Ellsworth**  
**Motion Carried**

11. Next Meeting will be the October 7-2025 which will be the swearing in of new councilors.@ 6.30 @ town office.

12. Meeting adjourned @ 7.36 pm by Deputy Mayor J. Shears. **Motion # 144-2025**  
**All in Favor.**

**This is the last meeting of the 4-year term of these council members.**



Signature: Watt Date: Oct 16/25  
Mayor

Signature: Tracy Reed Date: Oct 16/25  
Town Clerk Manager