

The Municipality of Spaniard's Bay

Agenda

Monday, 29 April 2019 - 7:00 PM

1. **Motion to Adopt Agenda**
2. **Minutes of Meetings Held April 1, 2019**
3. **Business Arising From the Minutes**
4. **Town Managers Report**
5. **Committee Reports:**
6. **A. Finance Committee**
 - Accounts Payable List (\$52,135.83)
 - Cash Position at April 26, 2019
 - Quick Statistics Accounts Receivable
 - Income/Expense Statement
 - Cheque Register
- B. Planning Committee**
 - 317 Conception Bay Highway, Shed Ext
 - 17 Back Cove Road N - New Shed
- C. Tourism Committee**
 - Tourism Signage
- D. Heritage Committee**
 - Minutes April 18, 2019
- E. Marina Committee**
 - Use of new shed and old shed
- F. Public Works Committee**
 - Sewer issues, Pondsides Road
7. **Person with Delegated Authority - Anthony Ryan**
8. **Clerk 1 Position Pg 50**
9. **Council Orders Pg 31**
 - A. Status of Murrin Building Concerns
 - B. House at 11-13 Cranes Road
10. **Letters**
 - A. Amendment of Town Plan, Gullies Road
 - B. Intersection at Seymour's Road, Cranes Road
 - C. National Organ & Tissue Donor Awareness Proclamation
 - D. Proclamation Mental Health Week
11. **Permits**
 - A. Application for a New Home - 68 Back Track road, Tilton
 - B. Application for a New Home - 8 Robert's Road, Tilton
 - C. Application to open a New Business and repairs to building - 1061-1071 CBH
 - D. Application for addition to Garage - 36-38 Valley Road
 - E. Application to build duplex (Seniors apartments) - 35 Brazil's Hill
 - F. Application to build a New Garage - 9-11 Meadow Road
12. **Donations**
 - A. Royal Canadian Legion - Military Service Booklet
 - B. CBN High Performance Badminton - Banquet & Sponsor a page in book
 - C. Tri Con Gentle Giants - Kyle Noseworthy
 - D. Multiple Sclerosis Walk - Philomenia Mercer
13. **Other Business**
14. **Adjournment**

Mayor - Paul Brazil
Deputy Mayor - Darlene Stamp
Councillors - Eric Jewer
 Sherry Lundrigan
 Paul Ryan
 David Smith
 Tracy Smith
Town Manager - Tony Ryan

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The Municipality of Spaniard's Bay

April 29, 2019

A regular meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Stamp, Councillors Jewer, Ryan, Lundrigan, D Smith and Town Manager Tony Ryan. Councillor Tracy Smith was out sick. Visitors included Don Gosse, John Drover, Calvin Ledrew, John Churchill, Leslie Janes, Sheldon Coombs, Jackie Coombs and Andrew Robinson from the Compass. Mayor Brazil called the meeting to order at 7:04 pm and welcomed everyone to the meeting.

Motion to Adopt Agenda

The agenda for the April 1, 2019 meeting was tabled. Deputy Mayor Stamp asked to have to items added to the agenda.

9. (C) Town Ambassador

9. (D) Illegal Dumping

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to adopt the Agenda of April 1, 2019 as amended.

Carried

Adoption of the Minutes

The minutes of the meeting of April 1, 2019 was tabled.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that the minutes of the meeting of April 1, 2019 be adopted as presented.

Carried

Business arising from the Minutes

Councillor Jewer questioned if the updates have been complete on the lighting at the Fire Hall. Town Manager Tony Ryan stated that it is near completion. Councillor Jewer questioned if the Town Manager had any idea when the new window replacement would be started. Town Manager Tony Ryan stated that the windows have been ordered and should take about 3 weeks, so should be here any time.

Town Managers Report

1. To the best of our knowledge there are 4 leaks outstanding. One at the Battery, 1 at Shore Road, 1 at CB Highway near intersection of back Track and 1 at the Fire Hall.

2. Attached to my report is a request for a donation from Anna Coombs for the Annual Crohns and Colitis Fundraiser. We usually give the standard donation for this event.
3. Elections NL are renting 2 offices from the Town on a short term basis from April 01st to June 30th.
4. I will be out of the office tomorrow, April 30th. I will be back on Wednesday May 01, 2019.

Motions arising from the Town Managers Report

It was moved by Councillor Ryan, seconded by Councillor D Smith, to donate the standard donation of \$25.00 to Anna Coombs for the Crohns/Colitis Foundation.

Carried

Committee Reports

Accounts Payable

Accounts Payable list was tabled.

It was moved by Councillor Jewer, seconded by Councillor Ryan, that Accounts Payables in the amount of \$ 52,135.83 be paid.

Carried

Planning Committee

317 Conception Bay Highway- Shed Extension

An application was tabled at the April 1, 2019 Council Meeting to add an extension to an existing shed at 317 Conception Bay Highway. It was referred to the Planning Committee for review and recommendation back to Council.

It was moved by Councillor Ryan, seconded by Councillor D Smith, to recommend approval for a shed extension in accordance to the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

19 Back Cove Road North - New Garage

An application was tabled at the April 1, 2019 Council Meeting to build a new garage at 19 Back Cove Road North. It was referred to the Planning Committee for review and recommendation back to Council.

It was moved by Councillor Ryan, seconded by Councillor Jewer, to give approval for the permit in accordance to the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

Tourism Committee

Deputy Mayor Stamp stated the Tourism Committee are in the process of opening in an office in our building. They are looking at making their entrance more welcoming for tourists. They are looking at putting in some flower pots, signs and a flag. Currently there is

a large rental sign on the building. They are asking to have the sign moved to the other side of the building.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to check into getting a quote for a more suitable sign for the front of the parking lot to advertise the Town and its tenants.

Carried

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, for the Building Committee to look into getting a quote and a design to renovate the front of our building.

Carried

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to defer the request to have the rental sign moved until the town addresses the new signage and design for the front of the building.

Carried

Town Manager Tony Ryan stated that he would like to make a comment on the front of the building. There is nothing wrong with the structure of the building, its just the board on the front of the building is rotted and needs to be replaced.

Heritage Committee

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to accept the minutes of the Heritage Committee meeting on April 18, 2019.

Carried

Marina Committee

Councillor David Smith declared a Conflict of Interest on this item in accordance with Section 207(1)(c) of the Municipalities Act as his family owns property nearby. He left the meeting at 7:24 pm.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, to accept the request from the Marina Committee to donate the old building at the wharf to the Town of Bishop's Cove. The cost of relocating will be at the expense of the Town of Bishop's Cove and it can only be moved once the Wharf Contractor is ready.

Carried

Councillor David Smith returned to the meeting at 7:28 pm

Public Works Committee

Resident of Pondside Road- Sewer Issues

A letter was tabled at the April 1, 2019 meeting requesting the town to repair sewer line repairs on a property, as the resident stated it was due to a sewer back up when the towns lift station was down.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that the town repair the elbow (cleanout) outside the Peddle property at Pondside Road. The property owner is responsible for back water valves.

Carried

Person with Delegated Authority - Anthony Ryan

Councillor Ryan asked Council to decide if he was in Conflict on the matter.

It was moved by Councillor Jewer, seconded by Councillor D Smith, that Councillor Ryan is not in conflict on this matter.

Carried

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that Council reaffirm that Anthony Ryan, Town Clerk/Manager is a signing officer for the Town of Spaniard's Bay since June of 2001. Mr. Ryan is the person with delegated authority to deal with all matters involving the Town of Spaniard's Bay and the Canada Revenue Agency and/or Service Canada.

Carried

Clerk 1 Position

Mayor Brazil stated that we need to advertise for a Clerk 1 Position for part time for the office. Gloria has retired but has been filling in when needed and she is ready to fully retire, so we need someone to help cover sick days and holidays in the office.

It was moved by Councillor Jewer, seconded by Councillor Ryan to advertise this position internally until May 3 2019, and then publically after that date.

Carried

Councillor Lundrigan questioned if this position could potentially do what we discussed earlier about the recreation director position? Mayor Brazil stated that it is something we call look into in the fall, as we were not prepared to make any decisions on that position until after the summer.

It was generally agreed to set up a hiring committee for the Clerk 1 position consisting of the Mayor, Deputy Mayor, Town Manager and Councillor Lundrigan.

Council Orders

Status of Murrin Building Concerns

Deputy Mayor Stamp stated that this was put on the agenda as there are many safety concerns with the condition the building is in, and people entering the building. Since then the Town Manager has been speaking with the property owners and they are going to have the property barricaded and have someone set up to have the building removed.

House at 11-13 Crane's Road

Town Manager Tony Ryan stated that this order was sent out before Christmas and the owner had contacted that town and stated that he had a contractor set up to take care of the building but asked could we wait until the weather cleared, this was fine. Town Manager Tony Ryan stated that the weather is now fine but he was notified a couple of days ago that the property owner told the contractor to hold off on the work. This is not what was agreed.

It was moved by Councillor Ryan, seconded by Councillor D Smith, to write a follow up letter giving the property owner 28 days notice to comply or the town will take action and remove the structure at the cost of the owner.

Carried

Town Ambassador

Deputy Mayor Stamp stated that we use Mr. Gordon Parsons for special occasions playing the bag pipes. I thought it would be nice that we could officially apoint Mr. Parsons as the "Town Piper"

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to appoint Mr. Gordon Parsons as our Town Piper and Ambassador.

Carried

Illegal Dumping

Deputy Mayor Stamp discussed the amount of illegal dumping happening within our town. She stated it is something that needs to be dealt with. A general discussion occurred regarding the cost of cleaning it up and some ideas on how the town should deal with such matters.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that every case of illegal dumping that the town receives should be reported to the RCMP and raise the topic of Illegal Dumping at the Joint Council's meeting.

Carried

Letters

Amendment of Town Plan - Gullies Road

A letter was tabled from a property owner of Gullies Road, requesting re-zoning of a piece of property he owns.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to accept the request from R. Mercer to look at re-zoning at Gullies Road.

Carried

There was a general discussion regarding access to water/sewer, garbage collection and fire protection for this area.

Intersection at Seymour's Road - Crane's Road

A letter was tabled regarding the intersection at Seymour's Road - Crane's Road, the resident stated that it is a very hazardous intersection and is asking the town to do something to make it more safe.

Mayor Brazil stated that the town already met with MHA Pam Parsons regarding this intersection, and it has been sent to the Department of Transportation for review. Councillor Jewer stated to send this matter to Public Works for review and follow up with Department of Transportation and report back to Council.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to send this request to the Public Works Committee for review and recommendation back to Council.

Carried

National Organ & Tissue Donor Awareness Proclamation

A letter was tabled requesting Council to recognize April 21-27 as National Organ & Tissue Donor Awareness week.

Mayor Brazil stated that this week is already over, and he went ahead and signed the proclamation ahead of the meeting as he knew it would be over by the time the meeting came.

Canadian Mental Health Week

A letter requesting Council to recognize May 6-12 as Mental Health Week was tabled.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to proclaim May 6-12 as Mental Health week and get green LED lights for the building to promote it.

Carried

Permits

Application to build a new home - 68 Back Track Road, Tilton

An application was tabled to build a new home at 68 Back Track Road, Tilton.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to give approval for a new home at 68 Back Track Road, Tilton in accordance to the provisions of the Town of

Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

Application to build a new home - 8 Robert's Road, Tilton

An application was tabled to build a new home at 8 Robert's Road, Tilton.

It was moved by Councillor Ryan, seconded by Councillor Jewer, to give approval for a new home at 8 Robert's Road, Tilton in accordance to the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

Application to open new Business & complete renovations 1061-1071 CBH

An application was tabled to open a new business, apply for a liquor licence, and do some building renovations at 1061-1071 Conception Bay Highway.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to grant permission to the applicant to open a new business, apply for a liquor licence and complete renovations to 1061-1071 Conception Bay Highway.

Carried

Application for extension to Garage - 36-38 Valley Road

An application was tabled to build an extension to a garage at 36-38 Valley Road, Spaniard's Bay.

It was moved by Councillor Ryan, seconded by Councillor D Smith, to give approval for an extension to a garage at 36-38 Valley Road in accordance to the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

Application to build a Duplex- 35 Brazil's Hill

An application was tabled to build a duplex at 35 Brazil's Hill.

It was moved by Councillor Ryan, seconded by Councillor D Smith, to give approval for a duplex at 35 Brazil's Hill with adjustments made to application in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

Application for new Garage - 9-11 Meadow Road

An application was tabled to build a new garage at 9-11 Meadow Road, Spaniard's Bay.

It was moved by Councillor Ryan, seconded by Councillor D Smith, to give approval for a new garage at 9-11 Meadow Road in accordance to the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable provincial and federal regulations.

Carried

Donations

Royal Canadian Legion Service Recognition Booklet

A donation request letter was tabled requesting Council sponsor a page in the Royal Canadian Legion Service Booklet

It was moved by Councillor Jewer, seconded by Councillor Ryan to give a \$50.00 donation to sponsor a ½ page in the Service Recognition Booklet..

CBN High Performance Badminton

A request was tabled from the CBN Badminton club inviting Council to their dinner and looking for a donation.

It was generally agreed to decline the invite but send thanks, and Council could not donate at this time.

Tri-Con Gentle Giants

A letter was tabled from Kyle Noseworthy, requesting a donation for the Tri-Con Gentle Giants.

It was moved by Councillor Jewer, seconded by Councillor Ryan to give the standard donation of \$25.00 to the Tri- Con Gentle Giants.

Carried

MS Walk

A letter was tabled from Philomena Mercer, requesting a donation for the MS Walk.

It was moved by Councillor Jewer, seconded by Councillor D Smith to give the standard donation of \$25.00 to the MS Walk.

Carried

Other Business

Councillor Lundrigan stated that the Recreation Committee has received a \$1500.00 grant for a Community Garden, we could not get anyone to participate in this so we have decided to get a larger planter and have the summer program student plant some vegetables this summer, so we do not lose the grant. She also questioned if we have any applications in yet for the Recreation Director position. Town Manager Tony Ryan stated that we did have a few.

Councillor Ryan asked if there were any updates on when the wharf would be completed? Mayor Brazil stated that they were hoping the end of April but there is still work to be completed so hopefully by the end of May.

Deputy Mayor Stamp stated that she would like to let Council know that Mrs. Elaine Seymour sent along a thank you card to Council, for recognizing Mr. John Pauls at the Volunteer Dinner. He was very appreciative of receiving the award.

Councillor Lundrigan questioned if Council was still going to give gift cards to the younger volunteers that we have in town.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to give a Cineplex Gift Card to the 4 regular Volunteers that we have.

Carried

Deputy Mayor Stamp stated that there will be a Joint Committee Meeting on Thursday May 2, 2019 to discuss events for the upcoming year within the committees.

Adjournment

Mayor Brazil stated that the next regular meeting of Council will be May 27, 2019 at 7:00 pm.

It was moved by Councillor Jewer, seconded by Councillor T Smith, and carried that the meeting adjourn at 8:48 pm.

Carried

Recorder

Vanessa Higgins

Paul Brazil, Mayor