

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

October 28, 2019

A regular meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Stamp, Councillors T Smith, D Smith, Jewer, Lundrigan, Ryan and Town Manager Tony Ryan. Visitors included Howard Smith, Jackie Coombs, Sheldon Coombs, John Drover, Job Harris, Theresa Greeley, Betty Neil and Brenda Coombs. 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 October 28, 2019 meeting was tabled.

Councillor Jewer stated that he would like to add item 6c Public Works to the agenda.

It was moved by Councillor Ryan, seconded by Councillor D. Smith, to adopt the Agenda of October 28, 2019 as amended.

Carried

Petitions and/or Visiting Groups

No Petitions and/or Visiting Groups

Adoption of the Minutes

The minutes of the meeting of October 7, 2019 was tabled.

It was moved by Councillor Jewer, seconded by Councillor Lundrigan, that the minutes of the meeting of October 7, 2019 be adopted as presented.

Carried

Business Arising from the Minutes

Councillor Jewer inquired about the salt and sand supply. Town Manager Tony Ryan stated that salt has been delivered and sand is expected later this week.

An inquiry was made regarding the Brown's Road Development. Councillor T. Smith stated that meeting is to be set up with property owner this week.

Town Manager's Report

1. To the best of our knowledge there are no leaks outstanding.

2. I need approval to pay 3 invoices that arrived after the agenda was completed. 709lt for service call in the amount of \$149.50, Avalon IT for Web hosting in the amount of \$39.95 and Chris Barrett for Lift Station Repair Work in the amount of \$606.02 for a total of \$795.47.

3. I need approval to replace my office printer. The printer I am using now is an older laser printer and is not recognized by Windows 10. I will also require a motion to upgrade our document formatting program to a new version of Microsoft Office. The program we are currently using was purchased new in 1997. I expect the software upgrade to cost approximately \$200.00 annually. The printer replacement is expected to be in the \$250.00 range. Office 365 cost \$189.95. HST extra on both.
4. I need a motion to make the annual \$50.00 to the Royal Canadian legion Branch #9 to kick off the Poppy Campaign.
5. I spoke with Stephen at Seal and Save Ltd. He advises that the work on the Municipal Centre should begin around mid-November.
6. The plans for the Northern Cove Lift station Upgrade Project have been submitted to Municipal Affairs and Environment for approval. I expect that this project should be out for tender by mid-November. Engineering work on the Backup Generator project for Chlorination Plant is moving slowly. I do not expect this work to be done until late winter and even into the spring of 2020.
7. The topic of the need for a Scent Free Policy was discussed at the Town's last Occupational Health and Safety Committee meeting. From this meeting we have drafted a Scent Free Policy and would like for Council to adopt this policy before we implement it.
8. 2020 Budget process is ongoing. Computer problems and illness slowed this process over the last few weeks.

Motions arising from Town Managers Report

Town Manager Tony Ryan stated that a leak on Battery Road, Tilton was discovered this afternoon after the report had been completed.

It was moved by Councillor T. Smith, seconded by Councillor Jewer, that the three outstanding invoices be paid in the amount of amount of \$795.47

Carried

It was moved by Councillor Ryan, seconded by Councillor Lundrigan, to approve a new printer in the price range of \$250 for the Town Manager's office and to upgrade office software to Microsoft 365, at a cost of \$200 annually.

Carried

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp to approve a \$50.00 donation to the Royal Canadian Legion Branch #9 for the Poppy Campaign.

Carried

A Proposal was tabled for a Scent-free Policy, there was a discussion about the rise of allergies.

It was moved by Councillor T. Smith, seconded by Councillor Ryan to approve the Policy as presented with the option to amend if needed in the future. Signs to be posted in all town buildings, Fire Hall, Recreation Centre, Town Depot, and Town office.

Carried

Committee Reports **Finance Committee**

Accounts Payable

Accounts Payable list was tabled.

It was moved by Councillor Jewer, seconded by Councillor D. Smith, that Accounts Payables in the amount of \$30,042.11 be paid.

Carried

Joint Council

Mayor Paul Brazil attended the last Joint Council meeting held September 26,2019.

There was a discussion about RCMP increasing presence to monitor the excessive speeding on Mint Cove Pond Rd.

Next Joint Council Meeting Thursday October 31,2019

Public Works Committee

Water Issues – Casey’s Lane

Councillor Lundrigan declared a conflict of interest on this item in accordance to section207(1)(a) as she resides on this road. She left the meeting 7:19pm

Deputy Mayor Stamp and Councillor Jewer visited Casey’s Lane to investigate the flooding issue. The water is not draining properly and causing flooding on the property.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to clean the existing catch basin and gutter and install a new catch basin on opposite side of the road, then create a swale by the curb to keep water away from the property.

Carried

Councillor Lundrigan returned 7:22pm

Quote to repair Retaining Wall - Back Cove Road South

A Quote was tabled from A1 Concrete Foundations in the amount of \$12,400.00 plus HST to replace the retaining wall at Back Cove Road South.

Its was moved by Councillor Jewer, seconded by Councillor Ryan, to accept the quote from A1 Concrete Foundations in the amount of \$12,400.00 plus HST and to proceed with replacing the retaining wall at Back Cove Road South.

Carried

Letters

Resident of Brown's Road- Access to property

A letter was tabled from a resident of Brown's Road requesting that the property access be re-established as a new culvert was not installed when road work/ditching was completed.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to ensure the company that completed road upgrades to Brown's road provide a culvert to access the property through the Capital Works Project.

Carried

Resident of Big Pond Road - Street Light

A letter was tabled from a resident of Big Pond Road that the street light that was moved be placed back in its original location.

It was moved by Councillor Jewer, seconded by Councillor D. Smith, to refer the request to Public Works for review and recommendation back to council.

Carried

Royal Canadian Legion - Invitation to War Memorial Service

A letter was tabled with an invitation to the Remembrance Day War Memorial Service and wreath laying ceremony to be held on November 11, 2019 at 11:00 am. All councillors were encouraged to attend.

Residents of Tilton- Roaming Hens

A letter was tabled concerning the roaming hens from 8 Reddy's Road, Tilton and that the residents have a rotting Moose head placed at front of their property. There was a general discussion on these topics.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, that the Animal Control Officer have a discussion with the hen owners and enforce that the hens be contained to their own property.

Carried

It was moved by Councillor T. Smith, seconded by Councillor Lundrigan, that a verbal warning and a letter be submitted to the property owners to have the moose head removed due to Health and Safety Regulations.

Carried

Permits

Request to build a new Daycare - Northern Pines

A letter was tabled requesting the towns approval to build a Daycare at 1 Jack Pine Drive.

It was moved by Councillor T. Smith, seconded by Councillor Jewer, to approve the permit to build a new daycare at 1 Jack Pine Drive in accordance to the the Town of

Spaniards Bay development regulations and all other Provincial/Federal Government approvals.

Carried

Request to build a new shed - 40 Valley Road

An application was tabled to build a new shed at 40 Valley Road, Spaniards Bay.

It was moved by Councillor T. Smith, seconded by Councillor Ryan, to give approval for a new shed at 40 Valley Road, Spaniard's Bay 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

Kids Eat Smart Breakfast Program

A letter was tabled requesting a donation for Kids Eat Smart Breakfast Program Radio-Thon.

It was moved by Councillor Jewer, seconded by Councillor D. Smith, to give the standard donation of \$25.00 in aid of the Kids Eat Smart Program with the designation for Holy Redeemer School Spaniard's Bay.

Carried

Autism Society

A letter was tabled from Autism Society requesting a donation in support of the upcoming Active for Autism Walk on Sunday October 20, 2019.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to give the standard donation of \$25.00 to the Autism Society

Carried

Baccalieu Amateur Radio Klub

A Letter was tabled from The Baccalieu Amateur Radio Klub requesting a donation for their Emergency Communications Fundraiser.

It was moved by Councillor T. Smith, seconded by Councillor Ryan, to defer the request to the next meeting in order to get more information on our towns involvement with the club.

Carried

Other Business

Councillor T. Smith acknowledged the Seniors Club for \$400 donation to the Food Bank from their Breakfast/Bake Sale. The Seniors Club will be hosting Raffles November 7 & 14, 2019 at 6:30pm - 7:30pm. She would like to acknowledge the great turnout for the Trunk or Treat with over 500 children in attendance and thanked the Recreation and Fire Department.

Councillor Jewer encouraged all Councillors to attend the Special Church Service on Sunday November 3rd at 10:30am. He stated that the new dump truck the town purchased is now ready for operation.

Deputy Mayor Stamp inquired about the catch basin in Back Cove Road. Council concluded that it is a large project requiring engineers. She inquired if retirement party planning had begun for Gloria, date needs to be determined.

Councillor Lundrigan informed Council that the Haunted House and Trunk or Treat has been very successful to date. She acknowledged the Fire Departments contribution with traffic control.

Councillor Ryan And Councillor D. Smith had nothing to add at this time.

Mayor Brazil informed council that next Joint Council meeting will be held in Upper Island Cove Thursday, October 31st ,2019

Adjournment

Mayor Brazil stated that the next regular meeting of Council will be Monday, November 18, 2019 at 7:00 pm.

It was moved by Deputy Mayor Stamp, seconded by Councillor D. Smith, and carried that the meeting adjourn at 7:49pm.

Carried

Recorder
Andrea Sheppard

Paul Brazil, Mayor