

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

June 1, 2020

A meeting of Council took place on the above date via Video Conference with the following members in attendance: Mayor Brazil, Deputy Mayor Stamp, Councillors Tracy Smith, David Smith, Jewer, Ryan, Lundrigan and Town Manager Tony Ryan.

Mayor Brazil called the meeting to order at 7:06 pm and welcomed everyone to the meeting. He stated that all residents are invited to watch via Spaniard's Bay Facebook page Live.

Motion to Adopt Agenda

The agenda for the June 2, 2020 meeting was tabled.

Deputy Mayor Stamp asked to have item 5G, Animal Control Fees added.

Councillor Ryan asked to have item 5F, Planning Committee - new buildings/Greenhouses on property at Brazil's Hill added.

Councillor Ryan asked to have item 5C, Public Works - Speeding on Chipman's Road added.

Councillor Lundrigan asked to have item 5H, Recreation - Hiring Recreation Director added.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to adopt the Agenda of June 2, 2020 as amended.

Carried

Adoption of the Minutes

The minutes of the meeting of May 11, 2020 was tabled.

It was moved by Deputy Mayor Stamp, seconded by Councillor Lundrigan, that the minutes of the meeting of May 11, 2020 be adopted as presented.

Carried

Business arising from the Minutes

Councillor Jewer asked if the RCMP was contacted about Brown's Road. Mayor Brazil stated the RCMP were informed at the Joint Council Meeting in Bay Roberts. The RCMP advised residents to call in all complaints, so the complaints can be logged and they will step up patrols in the area.

Town Managers Report

1. To the best of our knowledge there is 1 leak outstanding at Batten's Road. This leak is the same one we completed temporary repairs to a couple months back. It will take approximately 2 days to complete.
2. I need a motion to pay invoices that arrived after the agenda was circulated. Biomaxx in the amount of \$5019.75 for Waste Water Monitoring and Lynch's Trucking Enterprises Ltd. In the amount of \$2662.87 for additional garbage collection. Total amount is \$7682.62.
3. Attached to my report is an application to construct a 12X14 ft shed at 22 Brazil's Hill. At 168 sq. ft or 15.6 sq metres, the shed falls within the parameters of less than 7% lot size or 81. Sq. metres. I have already issued letter of approval.
4. We are currently using a "Service by Appointment" for payment on accounts scenarios but would much prefer to operation in a manner that is consistent with neighbouring municipalities. As for meetings with individuals, I would much prefer that these appointments remain as telephone or email matters.
5. Attached to my report is an email with pictures in relation to the garbage in the area of the drinking brook inside Tilton. This item is also on the agenda this evening at 9C.

Motions arising from the Town Managers Report

It was moved by Councillor T. Smith, seconded Councillor Jewer, to pay invoices that were received after the agenda was completed, totaling \$7682.62.

Carried

It was moved by Councillor T. Smith, seconded by Councillor Jewer, to approve the construction of a new shed at 22 Brazil's Hill, 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

Committee Reports

Finance Committee

Accounts Payable

Accounts Payable list was tabled.

It was moved by Councillor Jewer, seconded by Councillor Ryan, that Accounts Payables in the amount of \$29,767.19 be paid.

Carried

Finance Committee Meeting

A meeting of the Finance Committee took place on May 25, 2020 with the following members in attendance: Mayor Brazil, Deputy Mayor Stamp and Councillors Jewer, Lundrigan, Ryan, David Smith and Tracy Smith.

Heritage Society – Rock Wall Along Brook

The Committee reviewed a request from the Heritage Society requesting that Council fund a project to clean out the brook that runs alongside the Wesley Gosse Memorial United Church Heritage Building as well as install a rock wall to stabilize the river bank.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that this project be deferred for 2020 and that the item will be revisited when considering items for the 2021 Operating Budget.

Carried

Heritage Society – Fence Around Museum Property

The Committee considered a request from the Heritage Society requesting that Council replace the fencing around the Wesley Gosse Memorial United Church Heritage Building.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that Council make an application under the 2020/21 CEEP Program seeking funding to assist with the cost of providing a new fence around the Wesley Gosse Memorial United Church Heritage Building.

Carried

Request for Rental Assistance- CBN Foley Martial Arts

The Committee reviewed a request for rental assistance for a tenant who had to cease operation at the Municipal Centre due to the COVID 19 Pandemic. It was noted that the Government of Canada has a rental assistance program for such businesses in that the landlord absorbs a 25% reduction in rent from businesses that qualify, Federal Government funds up to 50% of the rent for the months of April, May and June of 2020. The tenant must pay the remaining balance. This program is available to qualifying landlords and tenants and during this period the landlord cannot evict the tenant.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that Council approve a 25% rent reduction for CBN Foley Martial Arts for the months of April, May, and June 2020. The Town will also pursue the CERCA Rent reduction for eligibility on the condition that if the landlord is not eligible for this program, that the tenant be responsible for the remaining 75% of the cost of rent for April, May and June 2020.

Carried

Request to Enter into Payment Arrangement

The Committee reviewed a request from a resident asking that Council accept a payment arrangement for arrears on a property which is currently with Town's lawyers and may be part of a tax sale to satisfy outstanding taxes.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, not to enter into a tax agreement of this property as there have been plenty of opportunity in the past to make this account current in which there was no payments made on the account.

Carried

Mayor Brazil thanked Town Manager Tony Ryan for completing minutes.

2019 Financial Statements

The 2019 Financial report prepared by Byron Smith Accounting was presented to Council.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to adopt the 2019 Financial report as presented by Byron Smith Accounting.

Carried

Mayor Brazil thanked Byron Smith and staff for completing the Financial Statement

Joint Council Meeting

Mayor Brazil stated that these minutes are here for the information of Council. Joint Council has now adjourned until September due to the Covid-19 situation.

Public Works Committee

Snow Clearing at Chipman's Road

The property was visited by Mayor Brazil, Town Manager Tony Ryan and Councillor Jewer and at a later time was visited by all Councillors for the request for snow clearing and town water and sewer connection.

It was moved by Councillor Jewer, seconded by Councillor Smith, that the resident of Chipman's Road has two options for water and sewer, first to hook into town sewer that passes along property and an artisan well or second hook into town sewer and extend water line beyond Gary Gosse's property, and hook into the town water line. Any major repairs to pavement is at the residents cost. For snow clearing, the town will continue to plow to the end of the road, a turn around will need to be provided if they want the plow to continue further on Chipman's Road.

Carried

Snow Clearing Damages – 180 New Harbour Road

It was moved by Councillor Jewer, seconded by Councillor D. Smith, to have the request for fence repairs referred to Public Works Committee for review and recommendation back to Council.

Carried

Snow Clearing Damages – Whalen's Road

It was moved by Councillor Jewer, seconded by Councillor D. Smith, to repair fence and to trim branches where needed.

Carried

Speeding Traffic – Chipman's Road

It was moved by Councillor Jewer, seconded by Councillor Ryan, to have the 30 km/hr sign erected.

Carried

Snow Clearing Damages – Valley Road

Councillor Jewer stated that the resident no longer requests to have driveway repaired, as it would cause seams and shifting in existing driveway.

Fire Department- Adjustments to Insurance coverage with Cal Legrow

There was a discussion regarding Cal Legrow sending out a letter stating that Burns Wilcox Canada will no longer offer Contagious (Infectious) Disease Benefits effective July 1, 2020 to the Firefighters. Town Manager Ryan stated concern about changing policy mid-term, and the firefighters are still covered for on the job coverage through Workers Compensation. Mayor Brazil requested to explore different insurance policies in the fall.

Heritage Committee

2019 Financial Statements were tabled.

It was moved by Deputy Mayor Stamp, seconded by Councillor Lundrigan, to accept the 2019 Financial Statement as presented.

Carried

Planning Committee

An application for a new home at 28 Big Pond Road was tabled.

It was moved by Councillor T. Smith, seconded by Councillor Ryan, to approved the new home construction at 28 Big Pond Road, Spaniard's Bay with the stipulation to connect to town water/sewer per requirements, at home-owners expense.

Carried

An application for 2 Sheds at 67 Brazil's Hill was tabled.

Mayor Brazil declared a Conflict of Interest on this matter in accordance with Section 207(1)(c) of the Municipalities Act. He left the meeting at 7:53 pm.

It was moved by Councillor T. Smith, seconded by Councillor Ryan, to approve two Greenhouses in the size of 20x25feet each on 67 Brazil's Hill as amended to reduce the size of the sheds to the 7% lot size.

Carried

Mayor Brazil Returned 7:59pm

Animal Control

A lengthy discussion occurred with regards to Animal Control Policies and procedures.

It was moved by Deputy Mayor Stamp, seconded by Councillor T. Smith, to temporarily include a new fee scale for the Animal Control Officer as follows: First offence \$0, second \$50.00, third \$75.00, and fourth \$150.00.

Carried

Recreation

Recreation Director Position

It was moved by Councillor Lundrigan, seconded by Councillor Ryan, to approve the advertisement for the Recreation Supervisor position and appoint a hiring committee consisting of Chair Councillor Lundrigan, Mayor Brazil, Councillor Ryan and Town Manager Tony Ryan.

Carried

Occupational Health and Safety Manual

It was moved by Councillor Ryan, seconded by Councillor T. Smith to accept the new Occupational Health and Safety Manual as presented. Mayor Brazil thanked Safety on the Rock for completing the Manual.

Carried

Reopening of Waste Recovery Facilities

Harbour Grace Dump is set to resume operation on a limited schedule until June 14th2020.

2021 Municipal Capital Works

Town Manager Tony Ryan stated that funding has been approved for “Pondside Road Upgrading and Paving” Project 17-RNC-21-00005 under the Investing for Canada Infrastructure Program.

1. It was moved by Councillor Jewer, seconded by Councillor Ryan, to accept funding for Investing in Canada Infrastructure Project 17-RNC-21-00005 with a total cost of \$761,383.00, for the project known as “ Pondside Road Upgrading and Paving” with a cost sharing ratio of 33.34/33.33/33.33 federal, provincial and municipal respectively.

Carried

2. It was moved by Councillor David Smith, seconded by Councillor Jewer, that the Town write to the Honourable Derrick Bragg, Minister of Municipal Affairs and Environment, seeking approval to borrow the sum of two hundred thirty thousand one hundred and twenty six dollars and no cents (\$230,126.00) from the Bank of Nova Scotia representing the Town’s share of project # 17-RNC-21-00005 for “Pondside Road Upgrading and Paving”. Said loan to be repaid in 1-year terms, over a period not to exceed 10 years at an interest rate of Prime less ¼ percent.

Carried

3. It was moved by Councillor Jewer, seconded by Councillor Ryan, that the Mayor and Town Clerk/Manager be approved to enter into a contract on behalf of the Town to complete Project # 17-RNC-21-00005 for “ Pondside Road Upgrading and Paving”.

Carried

4. It was moved by Councillor Ryan, seconded by Councillor D. Smith to seek engineering services for project # 17-RNC-21-00005 for “ Pondside Road Upgrading and Paving” on the condition that fair and reasonable pricing is obtained in accordance with the provisions of “The Procurement Act” and that said pricing is subject to the usual review/scrutiny by the Department of Municipal Affairs and Environment.

Carried

Letters

Resident of Singleton's Road

A request was tabled to place a Caution Child at Play Sign.

It was moved by Councillor Jewer, seconded by Councillor D. Smith, to place 'Kids will be Kids' sign on Singleton's Road. Councillor Lundrigan stated those signs are required on numerous Town roads.

Carried

Councillor Lundrigan stated those signs are required on numerous Town roads.

Resident Big Pond Road

A request was tabled to have ditching concerns on Big Pond Road assessed.

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to have the ditching concerns on Big Pond Road deferred to Public Works Committee for review and recommendation back to Council.

Carried

Residents of Tilton

A letter was tabled from residents of Tilton concerned with the dumping occurring in the Town. A lengthy discussion occurred and Council recommended the residents form a Committee and seek Provincial Funding Grants to aid in the clean up.

Technical Difficulties abruptly ended broadcasting of the meeting on Facebook Live. Council announced they will reconvene Thursday June 4th, 2020 at 7:00pm, via Facebook Live

June 4,2020 **

Conclusion of Monday June 2, 2020 meeting

A meeting of Council took place on the above date via Video Conference with the following members in attendance: Mayor Brazil, Deputy Mayor Stamp, Councillors T, Smith, D Smith, Jewer, Ryan, Lundrigan and Town Manager Tony Ryan.

Mayor Brazil called the meeting to order at 7:03 pm and welcomed everyone to the meeting. He apologized for the inconvenience from the streaming disruption from Monday nights meeting. He stated that all residents are invited to watch via Spaniard's Bay Facebook page Live.

Letters

Resident of Tilton – Dumping in Tilton

Continued discussion of Illegal dumping in Tilton. Council encourages residents to form a committee to make them eligible for Grants for non-profit organizations, with full support of the Town.

It was moved by Councillor T. Smith, seconded by Councillor D. Smith, to write applicable parties for permission to erect 'No Dumping Signs' on Provincial Roads in the area of Peter's Path, Tilton.

Carried

Addition to Town Managers Report

New invoices were tabled in the amount of \$25,361.04.

It was moved by Councillor Ryan, seconded by Councillor T. Smith, to pay invoices that were received after the first meeting held June 2, 2020, totaling \$25,361.04

Permits

Application for a New Shed – 8 Rocky Pond Road

An application was tabled to build a new shed at 8 Rocky Pond Road, Spaniards Bay. It was moved by Councillor T. Smith, seconded by Councillor Ryan, to give approval for a new shed at 8 Rocky Pond 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

Application for a New Shed - 8 Mint Cove Pond Road South

An application was tabled to build a new shed at 8 Mint Cove Pond Road South, Spaniards Bay.

It was moved by Councillor Ryan, seconded by Councillor D. Smith, to give approval for a new shed at 8 Mint Cove Pond Road South, 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

Application for a New Home – 31 Jack Pine Drive

An application was tabled to build a new home at 31 Jack Pine Drive, Spaniards Bay. It was moved by Councillor Ryan, seconded by Councillor D. Smith, to renew the approval to build a new home at 31 Jack Pine Drive, 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

Deputy Mayor Stamp was not present for the vote, due to video signal disruption. 7:14pm

Application for a Building addition – 236A-238 Conception Bay Highway

An application was tabled to build an addition at 236A-238 Conception Bay Highway, Spaniards Bay.

It was moved by Councillor T Smith, seconded by Councillor Jewer, to refer application for addition at 236A-238 Conception Bay Highway to the Planning Committee for review and recommendation back to Council.

Carried

Deputy Mayor Stamp was not present for vote, due to video signal disruption. Deputy Mayor Stamp returned at 7:16pm

Application for a New Home – 49-51 Big Pond Road

An application was tabled to build a new home at 49-51 Big Pond Road, Spaniards Bay which had been approved in principle on November 8, 2019.

It was moved by Councillor Ryan, seconded by Councillor T. Smith, to give approval to build a new home at 49-51 Big Pond ,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

Application for a New Shed – 4 Robert’s Road

An application was tabled to build a new shed at 4 Robert’s Road, Tilton.

It was moved by Councillor T. Smith, seconded by Councillor Jewer, to give approval for a new shed at 4 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 for a New Home – 22 The Battery, Tilton

An application was tabled requesting approval in principle to build a new home at 22 The Battery, Tilton. The property had been approved in principal in August 2016 when under previous owners Raymond Hutchings.

It was moved by Councillor Ryan, seconded by Councillor Jewer, to approve the application in principle to build a new home at 22 The Battery, Tilton in accordance to the Town of Spaniards Bay development regulations and all other Provincial/Federal Government approvals.

Carried

Other Business

Councillor Ryan stated that Eastern Waste Management sent all councillors an email to which help communities with organizing and clean-up.

Councillor Jewer requested that when the full work crew are back for the season that Brown’s Road near the cemetery needs to be graded.

Councillor T. Smith advised that the Bunker gear donated by the Lodge has arrived. There are two new members on the Fire Department, Anthony Yetman and Randy Davis. Chief Roberts is still having issues with the internet signal.

Councillor Lundrigan stated that the summer jobs will soon be posted and follow-up regarding the Recreation Director position will need to be addressed. She also sent deepest condolences to the families of the four Fisherman who lost their lives in St. Lawrence.

Mayor Brazil requested that a sign be erected in honor the graduates of 2020.

It was moved by Councillor Ryan, seconded Councillor Lundrigan, to order a sign and have erected in honor the graduates of 2020.

Carried

Town Manager asked that all Councillors be mindful of the cut off for Agenda Submissions to prevent a lot of add-ons. Next meeting cut off is Wednesday June 24th, 2020

Adjournment

Mayor Brazil stated that the next regular meeting of Council will be Monday, June 29,2020 at 7:00 pm.

It was moved by Councillor Ryan, seconded by Councillor T. Smith, and carried that the meeting adjourn at 7:34pm.

Recorder
Andrea Sheppard

Mayor, Paul Brazil

