

Mayor Paul Brazil  
Deputy Mayor – Tammy Oliver  
Councillors – Tony Dominix  
Eric Jewer  
Sheri Lundrigan  
Paul Ryan  
Darlene Stamp  
Town Mgr - Tony Ryan

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# The Municipality of Spaniard's Bay

**October 18, 2021**

A meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Oliver, Councillors Stamp, Dominix, Lundrigan, Ryan, Jewer and Town Manager T. Ryan. All residents are invited to watch via Spaniard's Bay Facebook page Live. 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 meeting of October 18,2021 was tabled.

It was moved by Councillor Jewer, seconded by Councillor Ryan, that the Agenda of October 18,2021 be adopted as presented.

Carried

## **Adoption of the Minutes**

The minutes of the meeting September 13,2021 were tabled.

It was moved by Councillor Stamp, seconded by Councillor Lundrigan, that the minutes of the meeting of September 13,2021 be adopted as presented.

Carried

The minutes of the Swearing in Ceremony of October 6,2021 were tabled

It was moved by Councillor Ryan, seconded by Deputy Mayor Oliver, that the minutes of the swearing in ceremony on October 6,2021 be adopted as presented.

Carried

## **Business Arising from the minutes**

Councillor Stamp inquired about the lightbulbs; they had not been distributed during Fire Prevention week due to Covid regulations. A new way to distribute them needs to be discussed.

Councillor Stamp inquired about status of New Fire Truck and whether we are required to surrender the old one. Letter states we have to surrender old truck once we have a replacement. Town Manager Ryan stated there may be some consideration on this matter as the town bought those trucks out right.

Councillor Lundrigan asked about the letter to the orange boat owner. Town Manager informed council that the letter was delivered today. The issue needs to be addressed, has potential to cause an oil spill as appears to be taking on water. Owner is in talks with a few people interested in buying it.

Councillor Dominix wanted to know status of the Wharf Committee. There was a lengthy conversation on the concerns from residents on the functionality of the existing wharf. Town didn't have much say in design or construction and was just given possession of it. Councillor Stamp stated that it was intended as a Load and Go Only Wharf.

It was moved by Councillor Ryan, seconded by Councillor Dominix to contact the chair of the Wharf Committee to meet to discuss the AGM, rules and regulations and the development of the policies and procedures.

Carried

### **Town Manager's Report**

1. To the best of our knowledge there are no leaks outstanding.
2. There are about 10 crosscuts around town that require asphalt. These should be completed with the next couple of weeks.
3. We applied for a grant under the CEEP program in the amount of \$23,400.00 to complete work at the Recreation Centre and around the municipal parks. I have been informed that we will be receiving approval for about \$20,000.00 of our ask. Letter to arrive soon.
4. Attached to my report is a letter from a resident at Chipman's Road regarding a deteriorated culvert across their driveway. I would like for Public Works Committee to review this item. There are at least another 2 areas along this road where we are having issues with deteriorated culvert.
5. As part of the Town Plan approval process, the Town will need to schedule a hearing with at least 1 month's notice to allow individuals to submit presentations if any. In the past we have used Gerald Greenland and Edwards Appraisals for such items. Neither is interested this time round. Our Planner is recommending that we use LW Consulting for the hearing. I need a motion to appoint Dan Noseworthy of LW Consulting as Hearing Commission for our new Town Plan. The hearing will be scheduled to take place on Tuesday, November 23, 2021, at 7:00 pm.
6. We will need to apply for a permit from Environment and Climate Change to install new waterline at Big Pond Road. I need approval to pay the required fee of \$1200+180.00HST for a total of \$1380.00. In the event that approval takes longer than anticipated, I would like to get approval to purchase materials for next year now so that when we budget next year, we can spend our budget amount for installation only.

### **Motions arising from the Town Manager's Report**

It was moved by Councillor Jewer, seconded by Councillor Dominix to defer the letter from a resident of Chipman's Road concerning culvert issues to Public Works Committee for review and recommendation back to Council

Carried

It was moved by Councillor Dominix, seconded by Councillor Ryan, to accept Dan Noseworthy of LW Consulting as the Hearing Commission for our new Town Plan. The hearing will be held Tuesday November 23, 2021 at 7:00pm.

Carried

It was moved by Councillor Jewer, seconded by Deputy Mayor Oliver to approve payment in the amount of \$1,380.00 taxes in for a permit from Environment and Climate Change to install new water and sewer lines at Big Pond Road.

Carried

It was moved by Councillor Jewer, seconded by Councillor Ryan to approve the purchase of materials for Big Pond Road for next year now so that when we budget next year, we can spend out budget amount for installation only.

Carried

### **Committee Assignment**

Municipality of Spaniards Bay Committees 2021 are as follows:

Mayor Brazil Ex-officio all Committees

- Policy/Planning: Deputy Mayor Oliver  
Councillor Ryan  
Councillor Lundrigan
- Public Works: Councillor Jewer  
Councillor Dominix  
Councillor Stamp
- Finance Deputy Mayor Oliver  
Councillor Jewer  
Councillor Stamp
- Negotiating Finance Committee
- Fire Dept. Liaison Councillor Stamp
- Recreation Liaison Councillor Lundrigan
- Heritage Liaison Deputy Mayor Oliver
- Marina Liaison Councillor Dominix
- Building Committee Councillor Lundrigan  
Councillor Ryan  
Councillor Jewer
- CBN Trail Committee Councillor Ryan  
Councillor Stamp
- Reg. Animal Control Councillor Dominix

### **Rules and Procedures**

A copy of the Rules and Procedures for holding Council meetings was tabled.

Deputy Mayor Oliver called a point of order, The wording of the document is not gender neutral as refers to his & he. This was duly noted and will be fixed and will be added to the next agenda for review and approval.

### **Committee Reports**

#### **Finance Committee**

##### **Accounts Payable**

Accounts Payable list was tabled.

It was moved by Councillor Lundrigan, seconded by Councillor Ryan, that Accounts Payables in the amount of \$66,606.11 be paid.

Carried

Capital Works Payables were tabled

- a. Concord - Mint Cove Pond Road Paving (\$8,238.69)
- b. Stokes International- Fire Dept Coats (\$4,074.80)

It was moved by Councillor Ryan, seconded by Councillor Lundrigan to pay Concord Paving for Mint Cove Pond Road paving in the amount of \$8,238.60.

Carried

It was moved by Councillor Lundrigan, seconded by Councillor Stamp to pay Stokes International for Fire Department Coats in the amount of \$4074.80.

Carried

Cash Position, Quick Stats, Income Expense Statement and Cheque Register were tabled for Council's information.

**Planning Committee** - Commercial Inspection Station – 885-915 CB Hwy

Letter requesting approval of an application to operate an Official Inspection Station for A1 Concrete Foundations located at 885-915 Conception Bay Highway was deferred to this new Council for review.

It was moved by Councillor Stamp, seconded by Councillor Ryan to approve the application as presented to operate an Official Inspection Station for A1 Concrete Foundations as presented as it site specific and does not need to be sent back for referral to Planning Committee.

Carried

**Public Works** – 5 Bishops Cove Road

Councillor Dominix declared a conflict of interest and asked council to decide on the matter.

It was moved by Councillor Jewer, seconded by Deputy Mayor Oliver that Councillor Dominix is not in conflict as the property in question is not on the same road as his residents and there is no personal or monetary gain in the matter.

Carried

A letter was tabled from a resident of Bishops Cove Road regarding water runoff issues from shouldering of the road on Brazil's Hill.

It was moved by Councillor Jewer, seconded by Councillor Ryan to defer the water runoff issues on 5 Bishops Cove Road to Public Works Committee for review and recommendation back to council.

Carried

**Spaniard's Bay Municipal Plan & Development Regulations**

Town Manager spoke on requiring the Spaniard's Bay Municipal Plan and Development Regulation's minute of council submitted to Municipal affairs and then back to the Planners to finalize and fix any clerical errors to proceed with the Hearing.

It was moved by Deputy Mayor Oliver, seconded by Councillor Ryan to accept the Spaniards bay Municipal Plan & Development Regulations Minute of Council in order to proceed with the Hearing.

Carried

**Capital Works** – Call for Applications

Call for applications for the Municipal Capital Works Projects was tabled.

Councillor Lundrigan declared a conflict of interest in accordance with section 207(1)(a) of the Municipalities Act as she has resides on one of the streets discussed.

She left the meeting at 7:52pm.

A general discussion on the five-year plan Capital works Plan occurred. The projects discussed include Casey Lane/Rectory Avenue, Pondsides Road completion, Wastewater Management System, Rocky Pond Road, among others.

It was moved by Councillor Jewer, seconded by Councillor Ryan to have privileged Public Works meet Wednesday October 27, 2021 to discuss the 5 year Capital Works Plan. Further to the motion all Council Committees will meet at this time.

Carried

Councillor Lundrigan returned to the meeting at 8:01pm.

### **Grant Application Options**

Councillor Stamp inquired about hiring someone to do Grant application work with the town for projects like Ryan's Brook. There was a lengthy discussion about cost, feasibility and how to find someone that does this type of contract work.

It was moved by Councillor Stamp, seconded by Councillor Ryan to have office staff look for someone who does this type of work.

Carried

### **Northern Cove Pond Road -**

Councillor Lundrigan declared a conflict of interest in accordance with section 207(1)(c) of the Municipalities Act as she has family that lives on this street.

She left the meeting 8:20pm.

Mayor spoke about the residents requesting an interim solution to the traffic issues. Residents are requesting to place cement barricade, place signage at either end, and create a turn around on the Gosse's property if we can get permission from the owners to create a turn around. There was further discussion on pros and cons of dead end versus one-way.

It was moved by Councillor Jewer, seconded by Councillor Ryan to install a cement barricade, install signs on Northern Cove Pond Road and notify First responders of the change.

Carried

Councillor Lundrigan returned 8:31pm

### **Ridge Road**

Town manager stated the Town has committed to have Concord Paving install a speed bump/swale across Ridge Road to alleviate the water run off issues.

### **Costello's Road**

Town Manager stated that Concord Paving will be looking at the water run off issues and report back with a recommendation to Council.

### **Letters**

#### **Thank you letter from resident of Whalen's Road**

A letter was tabled from a resident of Whalen's Road commending the first responders that responded to a house fire.

#### **Recreation Director-** Request for afterschool staffing

A letter was tabled from the Recreation Director D. Sheppard requesting consideration to hire a parttime employee to enable the recreation centre to remain open after school for the children to have use of the facilities.

There was a general discussion on the options available, such as an afterschool program as well. It was generally agreed to go back to the Recreation Committee for a detailed plan before considering this kind of project.

## **Permits**

### **Application for A New Porch – 32-34C The Battery**

An application was tabled for a new porch addition at 32-34C The Battery Road, Tilton.

It was moved by Councillor Ryan, seconded by Councillor Dominix, to grant approval for a new porch addition at 32-24C The Battery Road, Tilton in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations

### **Application to Build 29 Self Storage Units – Muddy Hole**

An application was tabled to build 29 self storage units at Muddy Hole, Spaniards Bay.

It was moved by Councillor Lundrigan, seconded by Councillor Dominix to refer the application for 29 self storage units at Muddy Hole, Spaniards Bay to the Planning Committee for review and recommendation back to Council.

Carried

### **Donation Request**

A donation request was tabled from the Autism Society Newfoundland & Labrador for annual Active for Autism Fund

It was moved by Councillor Stamp, seconded by Councillor Ryan, to give the standard donation of \$25.00 to the Autism Society Newfoundland & Labrador for the annual Active for Autism Fund

Carried

### **Other Business**

Councillor Jewer welcomed all returning and new councillors back.

Councillor Dominix inquired if the equipment for snow clearing is up and in running order. Noted that salt last year was not tarped as per protocol and has leached into the pond. He questions as to the length of time it takes to repair water leaks, as seems a lot longer than usual. Council needs to address inefficiencies with staff. Councillor Stamp called a point of order that staffing issues not be discussed in an open meeting.

Councillor Ryan talked about the trees and garbage boxes that are too close to the roadways and are getting damaged in snow clearing. There was a general discussion on communicating the issues to residents.

Councillor Lundrigan states that this years Truck or Treat is sold out and that the Haunted House was cancelled this year due to do Covid and lack of Volunteers. She Inquired about fixing Gazebo fencing. Requested a recreation meeting with the Fire Chief and their Liaison in near future.

Councillor Stamp said Committee Chairs need to meet. She asked about the new Fire Truck. She also discussed that budget time is approaching in November.

### **Adjournment**

Mayor Brazil stated that the next regular meeting of Council will be Monday, November 8<sup>th</sup> ,2021 at 7:00 pm.

It was moved by Councillor Stamp, seconded by Councillor Lundrigan, and carried that the meeting adjourn at 9:04pm.

Carried