

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

**May 30, 2022**

A meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Oliver, Councillor Stamp, Lundrigan, Ryan, Councillor Dominix via teleconference and Town Manager Tony Ryan, Councillor Jewer was absent due to illness. All residents are invited to watch via Spaniard's Bay Facebook page Live. Mayor Brazil called the meeting to order at 7:10 pm and welcomed everyone to the meeting.

## **Motion to Adopt Agenda**

The agenda for the meeting of May 30, 2022 was tabled.

Deputy Mayor Oliver asked to remove item 13(a), to be discussed at a later date.

It was moved by Deputy Mayor Oliver, seconded by Councillor Ryan, that the Agenda of May 30, 2022 be adopted as amended.

Carried

## **Adoption of the Minutes**

The minutes of the meeting May 2, 2022 were tabled.

Deputy Mayor Oliver made a correction on page #5 in Other Business re: Police buying ATV's was to read they are lobbying to purchase UTV's.

It was moved by Councillor Ryan, seconded by Councillor Lundrigan, that the minutes of the meeting of May 2, 2022 be adopted as amended.

Carried

## **Business arising from Minutes**

Councillor Stamp inquired about harassment and intimidation towards Council and Staff that was to be discussed in the Joint Council. Mayor Brazil said short discussion on the issue but will be addressed again in a future Joint Council Meeting when more towns were in attendance.

## **Town Manager's Report**

1. To the best of our knowledge there is five leaks outstanding. One at Crane's Road, New Harbour Road, Mint Cove Pond Road North Sheppard's Hill and Conception Bay Highway. We have 1 outstanding new home connection at Valley Road.
2. Attached to my report is a list of outstanding invoices that arrived after the run date for the agenda. I need a motion to pay these invoices in the amount of \$66404.11 (\$58687.61 Capital Works for the Emergency Generator Project and \$7716.50 for previously approved Lift Station Repairs by the lodge in Tilton.)

3. Attached to my report is an application from a resident seeking approval to apply for Crown Land adjoining their property at 62 Big Pond Road for the purpose of building a boat house and removable dock. Boat house and dock was approved at the last meeting of Council. The applicant now requires approval from the Crown for and development in the pond reservation
4. The additional pole lighting is now in place around the community mail boxes.
5. The Public Works Committee conducted interviews for the summer maintenance position. The committee recommends that Wade Reid be hired for this position and is scheduled to commence work on June 06, 2022, with Council's approval. Ms. Debbie Sheppard has returned as Seasonal Recreation Director.
6. The Boil Water Advisory has now ended. The reducing station is now working but will require servicing. We are in the process of gathering price information for this work now.
7. Attached to my report is a quote from C&N Autobody to complete sealing and line painting at the Municipal Centre and Fire Hall. I need a motion of Council to have this work completed.
8. A draft Council of the 2021 Financial Statements have been circulated. I would like Council to arrange a Special Meeting so we can arrange to have the statements presented to Council for acceptance.

### **Town Managers Report**

It was moved by Councillor Ryan, seconded by Deputy Mayor Oliver to approve invoices in the amount of \$66,404.11 to Rodco (\$58,687.61 Capital Works for the Emergency Generator Project and \$7,716.50 for lift station repairs) as presented.

Carried

It was moved by Councillor Stamp, seconded by Councillor Lundrigan to approve the application to apply with Crown Lands for a boat house and Dock at 62 Big Pond Road as presented.

Carried

It was moved by Councillor Stamp, seconded by Councillor Ryan to hire Wade Reid for the position of Summer Maintenance worker as recommended by Public Works Committee starting June 6, 2022.

Carried

It was moved by Deputy Mayor Oliver, seconded by Councillor Ryan to approve a \$1.00 per hour wage increase for the Recreation Director. There was a discussion on the increased duties and that there hasn't been a wage increase for this position and this is her 3<sup>rd</sup> year.

Councillor Stamp voted against this motion, Mayor Brazil, Deputy Mayor Oliver, Councilors Lundrigan, Dominix and Ryan voted in favor.

Carried

There was a discussion on the lines needed at the Municipal Centre parking lot with the increased traffic for the Post Office Boxes.

It was moved by Councillor Stamp, seconded by Councillor Ryan to have the Fire Hall parking lot completed by C&N Autobody Limited and to refer the Municipal Building parking lot to the Building Committee for review and recommendation back to Council.

Carried

Special meeting of council to discuss the 2021 Financial Statements was set for Wednesday June 8, 2022, 7:00pm pending the Auditors availability.

## **Committee Reports**

### **Finance Committee**

#### **Accounts Payable**

Accounts Payable list was tabled.

It was moved by Deputy Mayor Oliver, seconded by Councillor Ryan, that Accounts Payables in the amount of \$17,895.31 be paid.

Carried

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

Carried

### **Public Works**

#### **CB Highway – Damaged Fence**

A letter concerning a damaged fence on Conception Bay Highway was referred to Public Works for review and recommendation back to council.

It was moved by Councillor Stamp, seconded by Councillor Lundrigan to have the Town's Maintenance worker repair the fence as recommended by Public Works .

Councillor Ryan was not in favor, Mayor Brazil, Deputy Mayor Oliver, Councillors Stamp, Lundrigan and Dominix were in favor.

Carried

### **Marina Committee**

#### **Financial Statement**

Marina Committee financial statement was tabled. There was a discussion on the Overall Committee and having issues accessing their bank statements.

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

Councillor Ryan was not in favor, Mayor Brazil, Deputy Mayor Oliver, Councillors Stamp, Lundrigan and Dominix were in favor.

Carried

### **OH&S Policy – Disciplinary Action Procedures**

A policy approval request was tabled from the towns OH&S committee for Disciplinary Action Procedure, regarding failing to adhere to Health and Safety Practices, Policies and Procedures at the Town of Spaniard's Bay, 3 strikes rule.

It was moved by Councillor Stamp, seconded by Councillor Ryan to approve the Disciplinary Action Procedure, regarding failing to adhere to Health and Safety Practices, Policies and Procedures at the Town of Spaniard's Bay as presented.

Carried

### **2<sup>nd</sup> Annual TCP Trails Challenge**

An information Circular was tabled about the 2<sup>nd</sup> annual TCP Trails challenge. For information only. Town hopes to participate in 2023.

### **Ridge Road – Curb & Gutter Quotes**

Quotes were tabled to install the curb and gutter on Ridge Road. The town received one quote from GCL Cement Finishing Ltd in the amount of \$18,675.00 plus HST \$2,801.25 for a total of \$21,476.25 to complete the work.

It was moved by Councillor Stamp, seconded by Councillor Lundrigan to grant GCL Cement Finishing Ltd approval to install curb and gutter on Ridge Road in the amount of \$18675.00 plus HST \$2,801.25 for a total of \$21,476.25 as presented.

Carried

### **Illegal Dumping**

Deputy Mayor Oliver spoke on the excessive illegal dumping that is occurring within our Municipality. Deputy Mayor Oliver and Animal Control Officer Gerald Harris met with Ms. Lambert the Environment Protection Officer, and did site visits in numerous areas in Spaniard's Bay and Tilton. The Officer had recommendations, such as installation of more signs and installing cameras. There was a discussion on the different solutions available and the need for town clean up in those areas.

It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan to install new posts at bonfire location and drinking water station in Tilton to allow the protection Officer to erect more signs and to have the cameras re-installed.

Carried

It was moved by Councillor Stamp, seconded by Councillor Lundrigan to have Goddenville area cleaned up.

Carried

### **War memorial Repairs**

Deputy Mayor Oliver discussed the repairs needed at the War Memorial on Conception Bay Highway. There is extensive work needed on the grounds and culverts. The Council had the consensus that we don't have the equipment or manpower to complete these Repairs.

It was moved by Councillor Stamp, seconded by Deputy Mayor Oliver to hire a Private contractor to repair the Memorial park.

Carried

### **Spring Community Clean-up – Tilton**

Mayor Brazil informed of the upcoming Tilton Community Clean-up June 4,2022 at 9:00 am at the Orange Lodge, Tilton.

### **Letters**

#### **Resident New Harbour Road**

A letter was tabled from a resident of 92 New harbour Road requesting the ditches be cleared. There was a discussion about work done last year, what needs to be completed this year. The work need to be completed needs to be done by a small excavator.

It was moved by Councillor Stamp, seconded by Councillor Ryan to have a small excavator complete the ditching work on New Harbour Road.

Carried

#### **Property located at 483-485 Conception Bay Highway**

A letter was tabled from Lawyer Jill Brown representing the estate of Elaine Brown, owner of the land located on 483-485 Conception Bay Highway. The family has no clear title or interest in retaining the property.

It was moved by Councillor Ryan, seconded by Councillor Stamp to prepare a document prepared to have them sign the land ownership of 483-485 Conception Bay Highway over to the town.

Carried

### **Estuary opening concerns**

A letter was tabled from Sarah Way of SAM. She had concerns about the estuary opening up for ATV use.

It was moved by Councillor Ryan, seconded by Deputy Mayor Oliver to acknowledge the letter and that all negative impacts had been taken into consideration before the estuary was reopened.

Carried

### **Business Tax Adjustment**

A letter was tabled from A1 Concrete Foundations seeking tax adjustment as they will no longer be operating as a concrete forming company but operate a rental business.

It was moved by Councillor Stamp, seconded by Councillor Ryan to accept the letter from A1 Concrete Foundations for a tax adjustment as presented.

Carried

### **Resident Ridge Road – Culvert Repairs**

A letter was tabled from a resident of 99 Ridge Road concern collapsed Culverts that need to be replaced.

It was moved by Councillor Stamp, seconded by Councillor Lundrigan to refer the culvert upgrades required on Ridge Road to Public Works for review and recommendation back to council.

Carried

### **Resident of Mint Cove Pond Road**

A letter was tabled from a resident of Mint Cove Pond Road concerning lack of notice for water disruptions. There was a discussion on ways to notify residents and that emergency repairs are difficult to communicate on short notice. Mayor Brazil stressed importance to submit emails addresses to the Council office to ensure they receive emails for current events, Facebook use and the use of #1 on the town automated phone system for Current Community events.

### **Permits**

#### **Application for New Shed – 8 Seymour’s Road**

Application for a new shed at 8 Seymour’s Road, Spaniard’s Bay was tabled.

It was moved by Deputy Mayor Oliver, seconded by Councillor Stamp to grant approval for a new shed at 8 Seymour’s Road, Spaniard’s Bay 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 Crown Land**

Application for a Crown Land – South Spider Pond, Spaniard’s Bay was tabled.

It was moved by Deputy Mayor Oliver, seconded by Councillor Stamp to approve the permit for the crown land application on Spider Pond (Swile Pond) as requested 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 a New Garage – 95B Ridge Road**

Application for a new garage at 95B Ridge Road, Spaniard's Bay was tabled.

It was moved by Deputy Mayor Oliver, seconded by Councillor Stamp to grant approval. It was moved by Councillor Ryan, seconded by Deputy Mayor Oliver to grant approval for a new garage at 95B Ridge Road, Spaniard's Bay 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 a Business 44-62 Big Pond Road**

Application for an Airbnb Business at 44-62 Big Pond Road, Spaniard's Bay was tabled.

It was moved by Deputy Mayor Oliver, seconded by Councillor Stamp approve in principle an Airbnb business located at 44-62 Big Pond Road in accordance with discretionary use after advertised and with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried.

### **Application for sawmill – 14-16 Round Pond Road**

An application was tabled for a domestic Sawmill at 14-16 Round Pond Road.

It was moved by Councillor Stamp, seconded by Councillor Dominix, to approve domestic/casual bandsaw permit for 14-16 Round Pond Road, in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

### **Other Business**

Councillor Stamp inquired about status of new fire truck. Town manager stated that the town is waiting on the public purchasing agency.

Councillor Lundrigan thanked all residents and volunteers that helped with the community clean up. Resumes are now being accepted for Summer Camp Counselors. She stated that Recreation Director Debbie Sheppard after school canteen has been very successful. Recreation has purchased a ping pong table and air hockey table. She stated that there is a need for more garbage cans in the parks.

Councillor Ryan thanked the volunteers that helped with the Community clean up. He stated that a tree at the bottom of Battens Road needs attention as looks like a safety hazard. He also inquired about the use of recycling bins in town as well as more garbage cans.

Councillor Dominix inquired about town regulations for chickens. Town manager stated should be addressed in the new town plan. This item will be added for further discussion at the next council meeting.

Deputy Mayor Oliver stated that interviews for Heritage starts June 1, 2022. She advised that the Come home Celebration meeting is June 6<sup>th</sup>, 2022 at 7:00 pm and all are welcome. She is checking out some visual arts projects for the town. She also thanked all volunteers who help with the community clean up, with a special thanks to Councillor Lundrigan, Recreation Director Debbie Sheppard and Recreation Chair Melissa Mercer.

Mayor Brazil advised that there is a meeting with Pat Curran May 31, 2022 at 7:00pm. Reminded that this weekend June 4<sup>th</sup>, 2022 9:00am is the Tilton Community Clean up day. Paving projects have begun on Pondsides Road and Back Track Road and to prepare for disruptions and activity.

## **Adjournment**

Mayor Brazil stated that the next meeting of Council will be Monday, June 20<sup>th</sup>,2022 at 7:00 pm.

It was moved by Councillor Stamp, seconded by Councillor Lundrigan, and carried that the meeting adjourn at 9:27pm.

Carried

Recorder  
Andrea Sheppard

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Mayor, Paul Brazil