

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

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The Municipality of Spaniard's Bay

January 9, 2024

A meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Oliver, Councillors Stamp, Newman, Jewer, and Ryan. Councillor Lundrigan was absent, due to a personal commitment. All residents are invited to watch via Spaniard's Bay Facebook page Live. Mayor Brazil called the meeting to order at 7:03 pm and welcomed everyone.

Motion to Adopt Agenda

The agenda for the meeting of January 9th, 2024 was tabled.

Motion #24-001 It was moved by Councillor Jewer, seconded by Councillor Ryan, that the Agenda of January 9th, 2024 be adopted as presented.

Carried

Adoption of the Minutes

The minutes of the regular December 12th, 2023 meeting were tabled.

Motion #24-002 It was moved by Councillor Stamp, seconded by Councillor Newman, that the minutes of the meeting of December 12th, 2023, be adopted as presented.

Carried

Town Managers Report

1. To the best of our knowledge there is one leak outstanding at Hunt's Road.
2. We need a new set of 20.5 by 25 tires for the 2008 Cat Loader. I reached out to the representative for the Canoe Procurement Program who advised they would get suppliers to contact me. This did not happen. We have been in touch with Newfoundland suppliers and so far have 2 quotes out of 3 requested. I have not received the third as of yet but would like to award the purchase to the supplier with the lowest bid once all quotes are received. For your information, 4 tires for this loader will cost between 8 and 11 thousand. This loader is still usable while we are waiting for new tires.
3. I am requesting that the Public Works Committee schedule a meeting to review the current route schedule for snow clearing.
4. Aside from loader item in number 2 above, snow clearing equipment is in working order. The one and half ton pickup still needs to have the sander installed. This will be a second unit. The 2020 International dump truck is in need of repair to the control screen for sander. This unit works but readings cannot be read inside the cab.

5. I am requesting Finance Committee to meet to discuss proposals for weekly cleaning of the Municipal Depot.

Motions Arising for the Town Manager’s Report

Motion #24-003 It was moved by Councillor Jewer, seconded by Councillor Ryan, to accept the lowest bid for the purchase of new tires for the Cat Loader.

Carried

It was generally agreed for Public Works to have a meeting on Thursday Jan 11, 2024 at 4:00 PM to discuss snow clearing operations.

Committee Reports:

Finance Committee:

Accounts Payable

Accounts Payable list was tabled.

Motion #24-004 It was moved by Deputy Mayor Oliver, seconded by Councillor Jewer, to pay Accounts Payable in the amount of \$61,270.32.

Carried

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

Budget 2024

Deputy Mayor Oliver presented the 2024 Budget

Basic Fee Structure

Item	2024
Water/Sewer	400.00
Water/sewer Vacant Rate	200.00
Water Only	200.00
Water Only Vacant	100.00
Commercial Water/Sewer	360.00
Commercial Water Only	200.00
Veterans Commercial Park W/S	2.3 mils
Veterans Commercial Park W/S	Minimum 800.00
Water/Sewer School - Per Student/Staff Member	16.5
Mil Rate	6.0 mils
Minimum Property Tax	480.00
Commercial Property Tax	6.0 mils
Commercial Property Tax Minimum	480.00
Basic Business Tax	10.5 mils
Minimum Business Tax	300.00
Utility Tax	2.5 %

Business Tax Aggregate Site	50 mils
Business Tax Bingo Operation	15.5 mils
Drug Store/Medical Clinic	12.5 mils
New Car Dealership	25.5 mils
Beauty Salon/Barber Shop	20.5 mils
Tax Certificates	100.00
Compliance Letter	100.00
Building Permit	150.00
Commercial Permit	\$9.00 per Thousand/ <i>Min \$200.00</i>
Addition / Shed	50.00
General Repairs	20.00
Water Turn on Arrears	50.00
NSF Charge	25.00
Water on/off After Hours	50.00 (Not applicable for emergencies)
Connection Fees Pavement	2000.00 ***

***Minimum Charge of \$2,000.00 for connection plus the cost of asphalt repair if required. Fee must be paid before work commences. Connection Fees on main thoroughfares shall be priced according to each job.

Connection Fees on main thoroughfares shall be priced according to each job.

** Unless quoted otherwise, water and/or sewer rates are based on 'per unit'. **

Motion #24-005 It was moved by Councillor Jewer, seconded by Councillor Ryan, to accept the 2024 rates and fees as presented.

Carried

2024 Balanced Operating Budget

Deputy Mayor Oliver summarized the balanced operating budget for 2023 with revenues and expenses and fielded questions from Council.

Motion #24-006 It was moved by Councillor Jewer, seconded by Councillor Ryan, to adopt the Balanced Operating Budget for 2024 with Revenues and Expenses totalling \$ 2,814,893.16.

Carried

Motion for Town of Spaniard's Bay Scotia Business Visa Card

Motion #24-007 It was moved by Councillor Jewer, seconded by Councillor Ryan, that the Town borrow the sum of up to Twenty Thousand Dollars (\$20,000.00) from the Bank of Nova Scotia and that said funds are to be used for the Town of Spaniard's Bay Scotia Business Visa Card.

Carried

Motion for Town of Spaniard's Bay Operating Line of Credit

Motion #24-008 It was moved by Councillor Jewer, seconded Councillor Ryan, that the Town borrow the sum of One hundred Thousand (\$100,000) from the Bank of Nova Scotia and that said funds shall be for the Town's Operating Line of Credit.

Carried

5 Year Municipal Capital Works Program (2024-2028)

The Following is a list of priorities recommended as a guide for Applying for Funding for Municipal Capital Works. Priorities are in order as listed.

1. **Rectory Avenue-Casey's Lane, Annie's Lane** – Road Reconstruction and paving. The area is commonly referred to as the loop.(Approved and in progress)

2. **Road Reconstruction and Paving at Rocky Pond Road.** (Applied for but not yet approved)
3. **Chipman's Road** – Road Reconstruction and paving. Emphasis placed on Water runoff along upper section of Road as well as paving for the entire roadway.
4. **Wastewater Treatment** - This project may shift along the priority list depending on availability of provincial and/or federal funding. We are unable to provide an estimate at this time. Transition Agreements are currently in progress and we have learned that our Town is to be completed by the year 2040. This will allow for ample time to plan this project.

Motion #24-009 It was moved by Councillor Jewer, seconded by Councillor Ryan, to adopt the 5 Year Municipal Capital Works Plan as presented.

Carried

Gas Tax Eligible Projects

The following is a list of projects recommended to be applied for under the Gas Tax Program or have been approved and not yet completed.

- I. **Paving at Fitzgerald's Road**
- II. **Paving at Back Cove Road North**
- III. **Ridge Road Grading and Road Reconstruction** 4 areas along this road requires a change to the existing grade of Road with repaving of each section.

Stop Work Order – Par ID 158-851

Councillor Stamp declared a Conflict of Interest in accordance with the Municipal Code Of Conduct Act in accordance to section 5. 1. B. the municipal official is unable to act impartially on behalf of the municipality due to the municipal official's personal relationships. She left her seat and took a seat in the gallery at 7:32 pm

Deputy Mayor Oliver stated that we have sent this resident multiple requests to apply for permits and have not received any replies.

Motion #24-010 It was moved by Deputy Mayor Oliver, seconded by Councillor Ryan, to issue a stop work order effective immediately on the operation of the garage and the new construction of the home.

Carried

Councillor Stamp returns to her chair at 7:34 pm

Accessibility Plan

The towns Accessibility Plan was tabled.

Motion #24-011 It was moved by Councillor Stamp, seconded by Councillor Jewer, that the town accept the Accessibility Plan as presented.

Carried

Permits

Application for Crown Lands – Seymour's Road

An application for crown land was tabled for an access road for the top of Seymour's Road.

Motion #24-012 It was moved by Deputy Mayor Oliver, seconded by Councillor Ryan, to grant approval for the application for Crown Land at Seymour's Road.

Carried

New Garage – 69-71 Bishop’s Cove Road

An application was tabled for a new garage at 69-71 Bishops Cove Road Spaniard’s Bay.

Motion #23-013 It was moved by Deputy Mayor Oliver, seconded by Councillor Jewer, to grant approval for a new garage at 69-71 Road, Spaniards 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

Letters:

Property Owner 64-72 Valley Road

A letter of support was tabled from a property owner at Valley Road. This letter was in support of making a new road way from cranes road to Valley Road. He has also agreed to give Council a Right of Way through his property to complete this work.

It was generally agreed to accept this letter and keep it on file for a later date.

Other Business

Deputy Mayor Oliver stated that she would like to remind residents to be mindful when plowing and shovelling their snow. Plowing onto the roadway can cause dangerous road conditions. She stated that the pole light that was approved for the overpass has created an issue. The pole that we wanted to put the light on is not equipped for a street light so we have to come up with a new place to put the light.

Town Manager Tony Ryan stated that the new lights for the ball field have been installed except for one, which there is an issue with the wires and the band stand. We will have to work with light and Power to come up with a solution.

Councillor Jewer stated that the Department of Highways were supposed to install a drive Slow Children at Play sign on the road past the overpass, it hasn’t been completed yet. He asked could we have that checked on.

Councillor Newman stated that she wanted to remind residents that garbage for both Spaniard’s Bay and Tilton will be on Wednesday.

Councillor Ryan stated that he would like to pass on his condolences to the parents of Willow Lanto on the passing of their daughter.

Mayor Brazil stated that he hope everyone had a good Christmas.

Adjournment

Mayor Brazil stated that the next meeting of Council will be Tuesday, January 30th, at 7:00 pm.

Motion #23-014 It was moved by Councillor Stamp, seconded by Councillor Lundrigan, and carried that the meeting adjourn at 7:45 pm.

Carried

Recorder
Vanessa Butler

Mayor, Paul Brazil