

The Municipality of Spaniard's Bay

Agenda

Monday, 26 November 2018 - 7:00 PM

1. **Motion to Adopt Agenda -**
2. **Minutes of Meetings Held** October 29,2018 , Nov 7, 2018
3. **Business Arising From the Minutes**
4. **Town Managers Report**
5. **Committee Reports:**
 - A. **Finance Committee**
 - Accounts Payable List (\$68,549.47)
 - Cash Position at Nov 22, 2018
 - Quick Statistics Accounts Receivable
 - Income/Expense Statement
 - Cheque Register
 - Finance Meeting November 13, 2018
 - B. **Public Works**
 - Cracked Asphalt Holy Redeemer School
 - Water due to ditch in filled- NHR
 - C. **JMC**
 - Year End Statement
 - D. **Heritage Committee**
 - Heritage Committee Meeting Minutes
 - Year End Statement
6. **Municipal Review**
7. **Dump Truck Tender**
8. **Council Orders - 11-13 Crane's Road**
9. **Letters**
 - A. Request Sponsorship for Competitive Badminton
 - B. Water Damage Compensation - Resident of Meadow Road
 - C. Request to repair pavement - Royal Canadian Legion
 - D. International Day of Persons with Disabilities Proclamation
10. **Permits**
 - A. Application for New Shed/ Garage - 24 Ridge Road
 - B. Application for a New Photography Business- 205-207 CBH
 - C. Application for New Business- 885 Conception Bay Highway
 - D. Municipal Recommendation for Crown Lands -138 Seymour's Road
 - E. Application for Wooden Frame Shed - 65 New Harbour Road
 - F. Application for Approval in Principle-New Home at Northern Cove Pond Road
11. **Donation Requests**
 - A. Chosen Few Loyal Orange Lodge - Donation for Annual Christmas Concert
 - B. Spaniard's Bay Fire Department - Donation for Santa Clause Parade
 - C. Spaniard's Bay/ Bishop's Cove LOL Brass Band - Donation
 - D. Holy Redeemer ACW - Donation for Breakfast with Santa
 - E. All Saints ACW Tilton- Donation for Goods Bingo
12. **Other Business**

13. **Adjournment**

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

November 26, 2018

A regular meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Stamp, Councillors Jewer, Ryan, David Smith, Tracy Smith, Lundrigan and Town Manager Tony Ryan. Visitors included Theresa Greeley, Sheldon Coombs, Jackie Herd, Dave Gosse, John Drover, Gerald Harris, Betty Neil, Vincent Hiscock, Debbie Sheppard, Jeff Smith, Brenda Coombs and Chris Lewis. Mayor Brazil called the meeting to order at 7:04 pm and welcomed everyone to the meeting.

Motion to Adopt Agenda

The agenda for November 26, 2018 was tabled.

Councillor Jewer stated that he would like to amend the agenda to move cracked asphalt at Holy Redeemer School from the Public Works section to the Letters section.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, to adopt the Agenda as amended.

Carried

Adoption of the Minutes

The minutes of the meeting of October 29, 2018 were tabled.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that the minutes of the meeting of October 29, 2018 be adopted as presented.

Carried

The minutes of the meeting of November 07, 2018 were tabled.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, that the minutes of the meeting of November 07, 2018 be adopted as presented.

Carried

Business arising from the Minutes

Councillor Jewer stated that in the minutes of October 29, 2018, it stated in the motions under the Town Manager's Report that the lowest bid for repairs to the Chlorinator Road was \$19,500.00 plus \$2,925.00 HST but the bid was actually \$6,950.00 plus

\$1,042.50 HST for a total of \$7,992.50.

Town Manager's Report November 26, 2018

1. To the best of our knowledge there are no leaks outstanding throughout the town. On Sunday we experienced a freeze up at the water supply intake at Spider Pond. This resulted in portions of the water line going dry. Water has been restored to all areas but some may experience air in the water and pockets of dirty water.
2. We received a request from a resident seeking a reduction in water and sewer tax on the basis that they no longer have a basement apartment in their house at 175 Conception Bay Highway. I recommend that Council grant the request and that the property owner be charged just the single household water and sewer tax rate which is currently \$360.00.
3. We received a request late from the Disability Resource Centre asking that Council proclaim December 03, 2018 as International Day of Persons with Disabilities in Spaniard's Bay.
4. Work on the budget for 2019 is in progress.
5. We expect to have the Dump Truck (2005 International) back in service by Tuesday, November 27th.
6. Both loaders and the 1 tonne pick up with sander and blade are in good working order and ready for winter.
7. A copy of the bid summary for the Tender Call for Dump Truck with Plow and Sander is attached to my report. There was only 1 bid received.

Motions arising from the Town Manager's Report

It was moved by Councillor David Smith, seconded by Councillor Ryan, to grant the request for the water/sewer reduction for a single dwelling home as there is no longer an apartment in the residence.

Carried

It was moved by Councillor Tracy Smith, seconded by Councillor Jewer, to declare December 3, 2018 as International Day of Persons with Disabilities.

Carried

Committee Reports

Accounts Payable

Accounts Payable list was tabled.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that Accounts Payable in the amount of \$68,549.47 be paid.

Carried

Finance Committee Meeting- November 13, 2108

Deputy Mayor Stamp stated that the first topic was a list of request from the Fire Department. She stated Council needed clarification on some requests. Councillor Tracy Smith stated that she has been trying to reach the Chief but it seems they can't catch each other. She stated she will advise once she speaks to the chief.

Deputy Mayor Stamp stated the next request was for a tax adjustment for 9 Rectory Avenue. The committee recommends that Council not consider the request for property tax relief at this time for the following reasons:

1. Annual Notice of assessments were sent out each year in accordance with the Assessment Act(2006). The property owner on record each year was given a period of 30 days to appeal any assessment that was not agreeable to the property owner. None was received in any of the previous years.
2. Notice of assessment was sent out annually to the owner of the property until the Town received notice that the property was under the care of the Public Trustee's Office for the Province of Manitoba. After which, all correspondence regarding the property was sent to the Public Trustee. In its Representative Capacity, the Public Trustee would assume all responsibilities for the owner including assessment appeals.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, that Council provide the property owner with 50% adjustment on the water and sewer tax for the current year, 2018, as well as the three years previous as the Town is aware that the property has been vacant for at least that amount of time. The Town's policy is to consider only the current and 3 previous years. This adjustment is to be in the amount of \$720.00 and is the maximum allowable according to existing policy.

Carried

Public Works Committee

Water Run off due to Ditch infilled New Harbour Road

Councillor Jewer stated that himself, Deputy Mayor Stamp and Councillor David Smith viewed the area and recommends that Council install a catch basin between the properties to take away the excess water.

It was moved by Councillor Jewer, seconded by Councillor David Smith to install a catch basin in the area between the two properties at New Harbour Road to take away the water run off.

Carried

Joint Management Committee

The Joint Management Committee's year end statement was tabled for Council.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to accept the year end statement from the Joint Management Committee.

Carried

Heritage Committee

The Heritage Committee's year end statement was tabled for Council.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, to accept the year end statement from the Heritage Committee.

Carried

Municipal Review

Town Manager Tony Ryan stated that the Department of Municipal Affairs does an annual review on towns to make sure everything is being done right and book work is being kept up to date. Attached to the agenda is a copy of our review which states that everything is up to date and being completed correctly.

Dump Truck Tender

Mayor Brazil stated that the tender closed on Friday, November 16, 2018.

Town Manager Tony Ryan stated that he completed a review of the tender and thinks that the price is high, and we asked for delivery in 180 days but the delivery date they are giving is 250-300 days.

Councillor Jewer stated that US Dollar value is not good at the moment which is making the price of the truck higher, and if we wait to re tender it, we may not get any more bids and we may get higher bids and this will bring the delivery date into the middle of next winter.

It was moved by Councillor Jewer, seconded by Councillor Tracy Smith, to accept the bid and have the truck ordered for the amount of 238,820.50 HST included.

Carried

Council Orders- 11-13 Crane's Road

Councillor Ryan stated that he was speaking with the property owner and he is outside the province. He stated that the owner stated that he started to tear it down last year but ran out of time.

It was moved by Councillor David Smith, seconded by Councillor Lundrigan to write the property owner to have the property secured or removed within 28 Days.

Carried

Letters

Request for sponsorship for Competitive Badminton

A request was tabled from a local badminton organization for sponsorship.

It was moved by Councillor Jewer, seconded by Councillor David Smith, to refer this matter to the Finance Committee for review and recommendation back to Council.

Carried

Resident of Meadow Road- Water Damage

A letter was tabled from a resident of Meadow Road requesting compensation for repairs due to water damage from the Simon Place Development.

Deputy Mayor Stamp and Mayor Brazil declared a Conflict of Interest in accordance to section 207 in the Municipalities Act, as they both have relatives who own property in the affected area. They left the meeting at 7:46 pm.

It was moved by Councillor Tracy Smith, seconded by Councillor Lundrigan, for Councillor Jewer to chair the meeting.

Carried

It was moved by Councillor Jewer, seconded by Councillor David Smith to send this request to the Finance Committee less Deputy Mayor Stamp as she is in conflict for review and recommendation back to Council.

Carried

Mayor Brazil & Deputy Mayor Stamp returned to the meeting at 7:50 pm

Request to repair pavement at Legion

A letter was tabled from the Legion requesting the town to repair pavement on the Legion parking lot near the road.

Councillor Ryan declared a Conflict of Interest in accordance to section 207 in the Municipalities Act, as he is on the Executive Committee of the Legion. He left the meeting at 7:51 pm.

Councillor Jewer stated that he read the letter and this section of pavement is on a provincial owned highway and a business parking lot so the town is not responsible for repairs. Mayor Brazil stated that it seems as if there is a berm made there to keep water away from the parking lot.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that we cannot accept this request at this time as the pavement is privately owned and on a provincial owned highway.

Carried

Councillor Ryan returned to the meeting at 7:54 pm

Cracked Asphalt at Holy Redeemer

A letter was tabled regarding cracked asphalt at Holy Redeemer School.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to send this matter to the Public Works Committee for review and recommendation back to Council.

Carried

Permits

Application to build a garage - 24 Ridge Road

A application was tabled to build a new garage at 24 Ridge Road.

It was moved by Councillor David Smith, seconded by Councillor Lundrigan, to give approval for a new garage at 24 Ridge Road 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 to open a new business - 205-207 Conception Bay Highway

A application was tabled to open a new business at 205-207 Conception Bay Highway.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, to give approval for a new business at 205-207 Conception Bay Highway in accordance to the provisions of the Town Plan and/or all other applicable provincial and federal regulations.

Carried

Application to open a new business - 885 Conception Bay Highway

A application was tabled to open a new business at 885 Conception Bay Highway.

It was moved by Councillor Jewer, seconded by Councillor David Smith, to give approval for a new business at 885 Conception Bay Highway in accordance to the provisions of the Town Plan and/or all other applicable provincial and federal regulations.

Carried

Application for recommendation for Crown Land - 138 Seymour's Road

An Application for recommendation for Crown Land at 138 Seymour's Road was tabled.

Town Manager Tony Ryan stated that for years this piece of land was leased by the applicant, but the lease is now up so they are now applying to purchase it.

Councillor Tracy Smith questioned if this was in principle as it seems they want to make a subdivision in the area. Town Manager Tony Ryan stated that right now the applicant is just asking for recommendation from the town to apply to crown lands to purchase the piece of land, anything else will come later.

It was moved by Councillor Tracy Smith, seconded by Councillor Ryan, to grant approval for the recommendation for Crown Lands, and furthermore prior to development the applicant must meet development regulations with the town.

Carried

Application to build a shed - 65 New Harbour Road

A application was tabled to build a new shed at 65 New Harbour Road.

It was moved by Councillor Tracy Smith, seconded by Councillor David Smith, to give approval for a new garage at 65 New Harbour Road 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 approval in principal to build a new home -Northern Cove Pond Road

A application was tabled for approval in principal to build a new home at Northern Cove Pond Road.

Town Manager Tony Ryan stated that this application is on a back lot, in a non serviced area but does meet the specifications in our town plan.

It was moved by Councillor Tracy Smith, seconded by Councillor Ryan, to give approval in principal for a new home at Northern Cove Pond Road 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 on hold by applicant until further notice)

Donations

Chosen Few Loyal Orange Lodge- Annual Christmas Concert

A donation request was tabled for a donation in aid of the annual Christmas Concert for the Lodge

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, to give the standard donation of \$25 to the Chosen Few Loyal Orange Lodge.

Carried

Spaniard's Bay Fire Department- Annual Santa Clause Parade

A donation request was tabled from the Spaniard's Bay Fire Department for a donation in aid of the annual Santa Clause Parade.

It was moved by Councillor Jewer, seconded by Councillor Lundrigan, to give a \$200.00 donation to the Spaniard's Bay Santa Claus Parade and \$100.00 to the Tilton Parade.

Carried

Spaniard's Bay/Bishop's Cove LOL Brass Band - donation in aid of equipment

A donation request was tabled from the Brass Band for a donation in aid of repairs and equipment for the Brass Band.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to give the standard donation of \$25 to the Spaniard's Bay/Bishop's Cove Brass Band.

Carried

Holy Redeemer ACW - Breakfast with Santa

A donation request was tabled from the Holy Redeemer ACW in aid of the Breakfast with Santa.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to give a standard donation of \$25.00 to the Holy Redeemer ACW towards their annual Breakfast with Santa.

Carried

All Saints ACW- Goods Bingo

A donation request was tabled requesting a donation for the All Saints ACW Goods Bingo.

It was moved by Councillor Tracy Smith, seconded by Councillor Lundrigan, to give a standard donation of \$25.00 to the All Saints ACW in aid of their goods bingo.

Carried

Other Business

Councillor Tracy Smith stated that Tilton will be having their tree lighting this Friday night, November 30th at the Lodge in Tilton. The Goodwill Seniors Center will be having a free lunch with Santa on Sunday December, 2, 2018 from 2-4 and the Spaniard's Bay Parade is on Saturday December 8 at 2:00 pm and Tilton's is in the morning at 10:30 am. There are a lot of great events coming up over the Christmas season for people to enjoy.

Councillor Jewer stated he would like to set up and meeting with Council to discuss ideas for next years gas tax and get our new 5 year plan completed for the Town Manager to use in his budget planning.

Deputy Mayor Stamp stated that all of the events that are happening throughout town are posted on the Spaniard's Bay Calendar of Events page on facebook, if anyone would like to know whats going on around town, it's a great site to keep up to date with things.

She also questioned if the Fire Department puts in for remuneration, will this affect their tax credit? We need to get clarification on this.

Councillor Ryan stated that he was questioned by a resident of the Ridge Road if Council could have some reflective tape put on the bridge on the bottom of the Ridge Road as it is hard to see on stormy black nights. Town Manager Tony Ryan stated that we could look at this.

Councillor Lundrigan stated that there are a lot of Activities coming up throughout town. Recreation is hosting their raffles on December 6 and the Annual Tree Lighting on December 7 at 6:00 pm. Also the Recreation Centre received their AED and we need someone to put it up for us, also we will have someone come out and teach 8 more people how to use it. Many of the committee members already have training for this.

Mayor Brazil stated that he would like to thank everyone around town for their patience with the water issues we encountered over the weekend. There are many events happening over the Christmas Season, hope everyone can get out to enjoy them. For information of Council the next Joint Council Meeting will be on Thursday at 7:30 pm in Brigus.

The next regular Council Meeting will be Wednesday, December 19,2018 at 7:00 pm

Adjournment

It was moved by Councillor Ryan , seconded by Councillor Tracy Smith , and carried that the meeting adjourn at 8:29 pm.

Recorder

Vanessa Higgins
