

The Municipality of Spaniard's Bay

Agenda

Monday, 29 October 2018 - 7:00 PM

1. **Motion to Adopt Agenda**
2. **Petitions and Visiting Groups**
3. **Minutes of Meetings Held Oct 1, 2018 and Oct 17, 2018**
4. **Business Arising From the Minutes**
5. **Town Managers Report**
6. **Committee Reports:**
 - A. **Finance Committee**
 - Accounts Payable List (\$77,756.14)
 - Cash Position at Oct 25, 2018
 - Quick Statistics Accounts Receivable
 - Income/Expense Statement
 - Cheque Register
 - B. **Planning Committee**
 - Planning Committee Meeting
 - Application for House & Garage at 504-510 CBH

 - Crown Land Application 154055
 - Crown Land Application 154059
 - Crown Land Application 154061
 - C. **JMC**
 - Future of Committee
 - D. **Northern Cove Marina**
 - Start up Grant/ Incorporation
7. **Town Website Pg**
8. **Capital Works & Cost Share Funding Applications**
9. **Video Surveillance Policy**
10. **Letters**
 - A. Owner of Northern Pines - Property for second access to Northern Pines
 - B. Resident of 175 Conception Bay Highway - Water/Sewer Fees adjustment
 - C. Take over request for Water & Sewer Line at Fowlers Road
11. **Permits**
 - A. Application for New Home- 85-87 Northern Cove Pond Road
 - B. Application for Animal Shelter at Gullies Road
 - C. Application for New Home 263-265 Back Track Road
12. **Donation Requests**
 - A. Holy Redeemer School- Annual Fall Craft and Vendor Fair
13. **Other Business**
14. **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

October 29, 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, Lundrigan and Town Manager Tony Ryan. Councillor Tracy Smith was sick and couldn't attend. Visitors included Theresa Greeley, Sheldon Coombs, Jackie Herd, Calvin Ledrew, Dave Gosse, Gerald Harris, Ted Jones, Betty Neil, John Drover, John Churchill, Tamara Neil, Cherie Gosse, Rodney Yetman, Howard Smith, Fred Neil, Lorraine Neil, Brian Lynch, Vincent Hiscock, Victor Hiscock, Jeff Smith, Brenda Coombs and Chris Lewis. Mayor Brazil called the meeting to order at 7:03 pm and welcomed everyone to the meeting.

Motion to Adopt Agenda

The agenda for October 29, 2018 meeting was tabled.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to adopt the Agenda of October 29, 2018 as presented.

Carried

Adoption of the Minutes

The minutes of the meeting of October 1, 2018 were tabled.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, that the minutes of the meeting of October 1, 2018 be adopted as presented.

Carried

The minutes of the meeting of October 17, 2018 were tabled.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, that the minutes of the meeting of October 17, 2018 be adopted as presented.

Carried

Business arising from the Minutes

Mayor Brazil stated that he brought up the topic of Enforcement Office at the Joint Councils Meeting and there was interest showed in a cost share incentive. Mr Brad Power will be looking into it for us and bring more information back at the next meeting.

Town Managers Report

1. To the best of our knowledge we have 1 leak outstanding at the intersection of Crane's Road and Northern Cove Pond Road. This leak is scheduled for repair tomorrow.
2. The Tender ad for a new dump truck with plow and sander was placed in the October 25th edition of the Telegram. It is also advertised on the Town's web site and the government tender site. Closing date for submissions is on Friday, November 09, 2018.
3. Attached to my report is a request from the Great Wall restaurant for approval to apply for a liquor license. This property has held a liquor license for years and is zoned for that purpose. We need a new motion for the new applicant.
4. Attached to my report is an invoice from Harvey and Company for repair work to the transmission on the JCB Backhoe. The invoice arrived after the agenda was prepared. I need a motion to pay this invoice in the amount of \$3723.39.
5. Mayor Brazil and I meet with Mayor Lundrigan and Town Manager of Upper Island Cove. We agreed to seek bids to complete some grubbing and road clearing along a 2.4 km stretch between the chlorination plant and the screen house at the water supply. The cost to be shared on a 60/40 basis. The results are attached to my report. I need a motion to accept the bids and award the work.
6. Work on the development agreement for the Simon Place Phase 2 development is nearing completion. I need Council to set a date for a meeting to finalize this agreement. This meeting should include all Council excluding Mayor and Deputy Mayor as each have declared a conflict in the matter.

Motions arising from the Town Manager's Report

It was moved by Councillor Jewer, seconded by Councillor David Smith, to grant approval for The Great Wall Restaurant to apply for a liquor licence.

Carried

It was moved by Councillor David Smith, seconded by Councillor Jewer, to pay the invoice in the amount of \$3723.39 to Harvey & Company for repairs to the transmission on the JCB Backhoe.

Carried

It was moved by Deputy Mayor Stamp, seconded by Councillor Ryan, to accept the lowest bid meeting the specifications from Donald H Smith Trucking in the amount of \$6950.00 + \$ 1042.50 HST for a total of \$ 7,992.50 for the grubbing and road repair from

the chlorination plant to the Screen House on a 60/40 cost basis between the Town of Spaniard's Bay and the Town of Upper Island Cove.

Carried

It was generally agreed to set a meeting for November 7, 2018 to discuss and finalize the development agreement for Simon Place.

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 \$77,756.14 be paid.

Carried

Planning Committee

Councillor Ryan stated that the Planning Committee met and reviewed several applications.

Application for House and Garage - 504-510 Conception Bay Highway

The Committee looked at a request from V. Hiscock, property owner at 504-510 Conception Bay to build a house and garage. This property is currently zoned commercial and under normal circumstances a house would not be considered an acceptable use for that location.

Condition 2 of the Use Zone table for Commercial property states that Council can consider an application for a single dwelling under residential use when the lot is of inadequate size to accommodate a commercial use. This property could not receive approval for a new commercial garage because of its proximity to Northern Cove Pond.

Based on the above, the committee recommends that Council give approval in principle to V. Hiscock, to construct a new house and personal use garage on the property at 504-510 Conception Bay Highway subject to Town Plan, and all other applicable provincial and/or federal regulations.

It was moved by Councillor Ryan, seconded by Councillor Jewer, that Council give approval in principle to V. Hiscock, to construct a new house and personal use garage on the property at 504-510 Conception Bay Highway subject to Town Plan, and all other applicable provincial and/or federal regulations.

Carried

Crown land Application - 154055

The committee reviewed a Crown Land Application request for recommendation from Frozen in Time Ltd. seeking Crown Land for a Berry Farm at Goddenville.

The committee recommends that this application receive approval in principle subject to receiving approval from the Town of Bay Roberts. The Municipal Plan requires that any application in a water shed buffer zone require approval from the municipality that utilizes the water supply.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, to grant approval in principle subject to receiving approval from the Town of Bay Roberts.

Carried

Crown land Application - 154059

The committee reviewed a Crown Land Application request for recommendation from Frozen in Time Ltd. seeking Crown Land for a Berry Farm at Spaniard's Bay in the area known locally as Peter's Path.

The committee recommends that Council provide a Municipal Recommendation for Crown Land Application for this parcel of Crown Land.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, to provide a Municipal Recommendation for Crown Land Application for this parcel of Crown Land.

Carried

Crown land Application - 154061

The committee reviewed a Crown Land Application request for recommendation from Frozen in Time Ltd. seeking Crown Land for a Berry Farm in the area of Shearstown/Butlerville.

The committee recommends that this application receive approval in principle subject to receiving approval from the Town of Bay Roberts as less then 5% of the land associated with this application is within the boundaries of the Town of Spaniard's Bay.

It was moved Councillor Ryan, seconded by Deputy Mayor Stamp to grant approval in principle subject to receiving approval from the Town of Bay Roberts as less then 5% of the land associated with this application is within the boundaries of the Town of Spaniard's Bay.

Carried

Joint Management Committee

The Joint Management Committee are having trouble finding Committee Members to keep this group operational, as the chair of the committee is relocating and the other executive member had stated that she will be leaving as well. Council stated that they are going to have to set up a meeting with Bay Roberts to discuss what will be done in the future if there are no members to continue with the Committee.

Northern Cove Marina

A request as tabled from the Northern Cove Marina Committee requesting Council to give a start up grant to the Committee in the 2019 budget and requesting permission to become incorporated.

It was generally agreed to refer this letter to the Finance Committee for review and recommendation back to Council.

Town Website

Deputy Mayor Stamp stated that the town has discussed many times in the past modernizing our website, it has been deferred a few times but we need to get working on this issue. She stated that she has checked with Water Works and they can design a new website for \$2000.00 and a monthly fee of \$200.00, which is a bit more expensive then we are now but I think its worth looking at other companies to see what they have to offer.

It was generally agreed for the Town Manager to request a proposal from our current website administrator Avalon IT for upgrading of the website.

Capital Works and Cost Share Funding applications

The Town Manager stated that deadlines are coming up for applications for Capital Works & Cost share funding. He stated that he recommend that Council apply for funding to complete the paving at Mint Cove Pond Road North as this is the last item in our 5 year plan.

It was moved by Councillor Jewer, seconded by Deputy Mayor Stamp, to apply for funding to complete Mint Cove Pond Road North.

Carried

Town Manager Tony Ryan stated that Council should start working on their next 5 year plan as well.

Video Surveillance Policy

An update video surveillance policy was tabled. Town Manager Tony Ryan stated that the only change in this policy is that records are only stored for 8 days.

It was moved by Councillor Ryan, seconded by Deputy Mayor Stamp, that we adopt the new Video Surveillance Policy.

Carried

Letters

Northern Pines- Request for Property to create second access

A request was tabled from the developer of Northern Pines requesting Council to give Brad Roberts Developments a parcel of land to gain access to his development for a parcel of land within the development.

A general discussion occurred regarding this issue and Council agreed they need to obtain more information before making a decision.

It was moved by Deputy Mayor Stamp, seconded by Councillor Jewer, to refer this matter to Committee of the whole for further discussion and get an engineering recommendation prior to making a decision on the request.

Carried

Resident of 175 Conception Bay Highway - Water/Sewer Fee Adjustment

A letter was tabled from a resident of 175 Conception Bay Highway requesting water/sewer fees adjusted as she states she no longer has a rental.

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

Carried

Request to take over Water/Sewer line at Fowler's Lane

Town Manager Tony Ryan stated he had met with the property owner last week and he was supposed to drop off supporting documents for this request but failed to do so.

It was moved by Councillor Ryan, seconded by Councillor Jewer, to defer this topic to the next regular meeting of Council.

Carried

Permits

Application to build a new home - 85-87 Northern Cove Pond Road

A application was tabled to build a new home at 85-87 Northern Cove Pond Road.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to give approval for a new home at 85-87 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 to build an animal shelter at Gullies Road, Spaniard's Bay

A application was tabled to build an Animal Shelter at Gullies Road, Spaniard's Bay.

It was moved by Councillor Jewer, seconded by Councillor Ryan, to give approval for the SPCA to build an Animal Shelter at Gullies 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 build a new home - 263-265 Back Track Road, Tilton

A application was tabled to build a new home at 263-265 Back Track Road, Tilton.

It was moved by Councillor Ryan, seconded by Councillor Jewer, to give approval for a new home at 263-265 Back Track 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

Donations

Holy Redeemer Fall Craft Fair

A donation request was tabled for a donation in aid of the the Holy Redeemer Fall Craft Fair.

It was moved by Councillor Jewer, seconded by Councillor Lundrigan, to give the standard donation of \$25 to the Holy Redeemer Fall Craft Fair.

Carried

Other Business

Mayor Brazil stated that the Town received its report from the RCMP and they carried out patrols in areas that they were getting complaints about but did not ticket anyone as people were not speeding at the time of patrols.

Councillor David Smith stated that he was speaking with a resident a few night ago regarding issues they are having with an dilapidated house, with rodents in the area. A general discussing occurred regarding this topic and Councillor David Smith asked to have this topic added to the next agenda of Council.

Councillor Lundrigan stated that the Recreation Committee had their Haunted House ongoing until October 31 7-9 each night, and they also have their annual Trunk or Treat on Tuesday October 29 from 7-9.

Councillor Ryan stated that November 11th is coming up, everyone should go out to the War Memorial to pay your respects.

Deputy Mayor Stamp stated that she attended the kick off to the Poppy Campaign last week in Bay Roberts and it was a great ceremony. She stated that she would like to thank Mayor Brazil for bringing up the enforcement officer at the Joint Councils meeting as this will help with our research.

Mayor Brazil stated that our Special Events Committee has been disbanded, due to lack of volunteers and lack of support for events. He stated he would like to thank the committee members for their time and effort putting off these events over the years.

The next regular Council Meeting will be Monday, November 26,2018 at 7:00 pm and tentatively December 10, 2018 for the next one.

Adjournment

It was moved by Councillor Jewer , seconded by Councillor Ryan , and carried that the meeting adjourn at 8:06 pm.

Recorder
Vanessa Higgins

Paul Brazil, Mayor