

Town of Bay Bulls

Meeting Minutes

Public Meeting

Virtual Meeting

July 13, 2023

7:00 p.m.

Council Members Present

Mayor Keith O'Driscoll

Deputy Mayor Jason O'Brien

Councillor Corey Ronayne

Councillor Jason Sullivan

Staff Present

Ashley Wakeham, Town Manager

Regrets

Councillor Shannon O'Driscoll

1. Call to Order

Deputy Mayor Keith O'Driscoll assumed the Chair and called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

Mayor Keith O'Driscoll called for the adoption of the agenda for July 13, 2023.

MOTION: 2023-119 Councillor Jason Sullivan / Deputy Mayor Jason O'Brien

MOVE TO adopt the agenda for July 13, 2023, as presented.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

3. Adoption of Minutes

3.1 June 12, 2023, Public Meeting Minutes

MOTION: 2023-120 Councillor Jason Sullivan / Deputy Mayor Jason O'Brien

MOVE TO adopt the minutes of the Public Meeting of June 12, 2023, as presented.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

4. Business Arising

4.1 Ratification of Vote at Privilege Session – Appointment of Town Manager

MOTION: 2023-121 Deputy Mayor Jason O'Brien / Councillor Jason Sullivan

MOVE TO ratify the vote of a privilege session held June 29, 2023, that was moved by Deputy Mayor Jason O'Brien and seconded by Councillor Jason Sullivan that stated:

***BE IT RESOLVED THAT** the Town of Bay Bulls appoint Ashley Wakeham to the position of Town Manager with the statutory responsibilities as Town Manager and Town Clerk as contained in the Municipalities Act, 1999, and other duties as may be assigned to the position by Council.*

The Resolution was carried unanimously.

In favor: 5 (Mayor Keith O'Driscoll, Deputy Mayor Jason O'Brien, Councillors Shannon O'Driscoll, Corey Ronayne, and Jason Sullivan)

Against: 0

Abstained: 0

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

4.2 Ratification of Email Vote - Application #2023-301

7:03 pm Deputy Mayor Jason O'Brien declared a Conflict of Interest on Application # 2023-301, as the proposed development is in close proximity to Deputy Mayor O'Brien's property.

MOTION: 2023-122 Councillor Jason Sullivan / Councillor Corey Ronayne

MOVE TO ratify the email vote of June 13, 2023, moved by Councillor Corey Ronayne, and seconded by Mayor Keith O'Driscoll that stated:

MOVE TO approve Application #2023-301 to construct a residential accessory building at 22 Cabot Drive.

The Motion was carried.

For Motion: 3 (Mayor Keith O'Driscoll, Councillors Shannon O'Driscoll, Corey Ronayne and Jason Sullivan)

Against: 0

Abstained: 1 (Deputy Mayor Jason O'Brien)

The Motion was carried.

For Motion: 3 (Mayor K. O'Driscoll, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 1 (Deputy Mayor J. O'Brien)

4.2 Ratification of Email Vote - Application #2023-406

7:04 p.m. Mayor Keith O'Driscoll vacated the Chair and declared a Conflict of Interest on Application # 2023-406, due to Mayor O'Driscoll's personal relationship with the applicant.

7:04 p.m. Deputy Mayor Jason O'Brien assumed the Chair.

MOTION: 2023-123 Councillor Corey Ronayne / Councillor Jason Sullivan

MOVE TO ratify the email vote of June 13, 2023, moved by Deputy Mayor Jason O'Brien, and seconded by Councillor Corey Ronayne that stated:

MOVE TO approve application #2023-406 to construct a new commercial development, located at 79-87 Farm Road, under Regulation 10, Discretionary Powers of Authority, pending receipt of a Certificate of Approval from the Department of Digital Government and Service NL as well as any other required government approvals.

Motion passed.

For Motion: 3 (Deputy Mayor Jason O'Brien, Councillors Corey Ronayne and Jason Sullivan)

Against: 0

Abstained: 2 (Mayor Keith O'Driscoll and Councillor Shannon O'Driscoll)

The Motion was carried.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 1 (Mayor K. O'Driscoll)

5. Delegations & Proclamations

6. Applications

6.1 Application #2023-304

43 Sheldon Drive

New Accessory Building

MOTION: 2023-124 Councillor Corey Ronayne / Deputy Mayor Jason O'Brien

MOVE TO approve Application #2023-304 to construct two (2) residential accessory buildings at 43 Sheldon Drive for a total combined area of 472 ft².

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

6.2 Application #2023-408

50B Bread & Cheese Road

New Residential Development

MOTION: 2023-125 Deputy Mayor Jason O'Brien / Councillor Jason Sullivan

MOVE TO provide approval-in-principal using Regulation 10 - Discretionary Powers of Authority for Application #2023-408 to construct a new residential development located at 50B Bread & Cheese Road, pending receipt of a Certificate of Approval from the Department of Digital Government and Service NL for the installation of a septic and well system.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

7. Accounts Payable

7.1 Accounts Payable Listing for the period ending June 30, 2023

Total for Section A: \$93,968.66

Total for Section B: \$60,262.49 – Pre-authorized disbursements

Total Disbursements for the Month: \$154,231.15

MOTION: 2023-126 Councillor Jason Sullivan / Councillor Corey Ronayne

MOVE TO approve the release of all payables in Section A in the amount of \$93,968.66.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

MOTION: 2023-127 Councillor Jason Sullivan / Councillor Corey Ronayne

MOVE TO approve all payables in Section B in the amount of \$60,262.49

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

7.2 Supporting Documents for Progress Claim #7 (BBLRC Upgrades)- For Information Only

8. Committee Reports

8.1. Southern Shore Joint Council Meeting Package, June 15, 2023

8.2. BBBA Canada Celebration Event Budget Overview

8.3. BBBA Financial Report, May 2023

8.4. BBBA Monthly Activities Report, June 2023

9. Action

9.1 Vacant Land Tax Sale – Uncollectable Debt

MOTION: 2023-128 Deputy Mayor Jason O'Brien / Councillor Jason Sullivan

MOVE THAT the Town of Bay Bulls remove the uncollectable debt from the vacant land tax sale account #201-874 in the amount of \$2,195.44.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.2 Geotechnical Services Quote for Approval – Long Pond Walking Trail Phase 2

MOTION: 2023-129 Councillor Corey Ronayne / Councillor Jason Sullivan

MOVE TO award the geotechnical services for the Long Pond Walking Trail Phase 2 design to GeoMaterials NL, for a total cost of \$5,405.50 + HST.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.3 Recruitment Services Quote for Approval

MOTION: 2023-130 Councillor Corey Ronayne / Councillor Jason Sullivan

MOVE TO award recruitment services, to the lowest compliant bidder, People Stuff for a total cost of \$1,900.00 + HST.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.4 Appointment of Hiring Committee

RESOLUTION: 2023-131 Councillor Jason Sullivan / Councillor Corey Ronayne

BE IT RESOLVED THAT Mayor Keith O'Driscoll, Deputy Mayor Jason O'Brien, and Town Manager Ashley Wakeham be appointed to the Town of Bay Bulls Hiring Committee to conduct the recruitment for the position of Assistant Town Clerk.

The Resolution was carried unanimously.

For Resolution: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.5 Appointment of Signing Authority

RESOLUTION: 2023-132 Councillor Corey Ronayne / Councillor Jason Sullivan

BE IT RESOLVED THAT Mayor Keith O'Driscoll and Town Manager Ashley Wakeham be appointed as the authorized signatories of cheques, financial statements, deeds, and documents pursuant to sections 76, 86, and 217 of the Municipalities Act, 1999.

The Resolution was carried unanimously.

For Resolution: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.6 Adoption of the Town of Bay Bulls Audited Financial Statements for 2022

RESOLUTION: 2023-133 Councillor Jason Sullivan / Councillor Corey Ronayne

BE IT RESOLVED that the Town of Bay Bulls accept the 2022 Audited Financial Statements as presented by Byron D. Smith Professional Corporation.

The Resolution was carried unanimously.

For Resolution: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.7 CBDC Youth Ventures Program – Request to Waive Fees

MOTION: 2023-134 Councillor Jason Sullivan / Councillor Corey Ronayne

MOVE THAT The Town of Bay Bulls waive all application and permit fees until September 15, 2023, for young entrepreneurs aged 12-29 participating in the Youth Ventures Program offered through the Community Business Development Corporation (CBDC).

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O’Driscoll, Deputy Mayor J. O’Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.8 Project No. 17-CCR-24-000001 Long Pond Trail – Phase 2

MOTION: 2023-135 Deputy Mayor Jason O’Brien / Councillor Jason Sullivan

MOVE THAT the Town of Bay Bulls hold the funding award for reconsideration by the Department of Transportation and Infrastructure.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O’Driscoll, Deputy Mayor J. O’Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

9.9 Appointment of ATIPP Coordinator

RESOLUTION: 2023-136 Councillor Corey Ronayne / Councillor Shannon O’Driscoll

BE IT RESOLVED that the Town of Bay Bulls appoints Town Manager Ashley Wakeham as the ATIPP Coordinator.

The Resolution was carried unanimously.

For Resolution: 4 (Mayor K. O’Driscoll, Deputy Mayor J. O’Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

Abstained: 0

10. Information Only

10.1. Permit Report for Period Ending June 30, 2023

10.2. Golden Tulip Garden Awards

10.3. Sale of Property by Public Auction July 17, 2023

11. Correspondence Received

11.1. Circular – 2023 MOG Increase

11.2. Community Enhancement Employment Program (CEEP) Application

12. Correspondence Sent

12.1. Town of Bay Bulls Response to Application #2023-406

12.2. Town of Bay Bulls Response to Application #2023-407

12.3. Town of Bay Bulls Response to Application #2023-102

12.4. Town of Bay Bulls Response to Application #2023-301

12.5. Town of Bay Bulls Response to Application #2023-302

12.6. Town of Bay Bulls Response to Application #2023-303

12.7. Town of Bay Bulls Response to Application #2023-403

12.8. Town of Bay Bulls Response to Application #2023-405

12.9. Town of Bay Bulls Approval Water Resources - Permit to Alter a Body of Water

13. New Business

14. Adjournment

7:19 p.m. Mayor Keith O'Driscoll called for adjournment as there was no further business of the Council.

MOTION: 2023-137 Councillor Jason Sullivan / Councillor Corey Ronayne

MOVE THAT the meeting be adjourned.

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors J. Sullivan, and C. Ronayne)

Against: 0

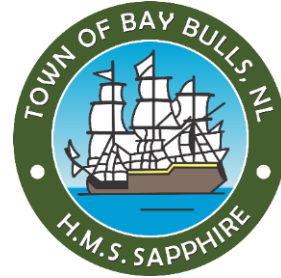
Abstained: 0

Keith O'Driscoll

Mayor

Ashley Wakeman

Town Manager



August 18, 2023

Date