

Town of Bay Bulls

Meeting Minutes

Public Meeting

Virtual Meeting

June 12, 2023
7:00 p.m.

Council Members Present

Deputy Mayor Jason O'Brien
Councillor Shannon O'Driscoll
Councillor Corey Ronayne

Staff Present

Jennifer Aspell, Town Manager
Evan Vokey, Director of Public Works
Ashley Wakeham, Assistant Town Clerk

Regrets

Mayor Keith O'Driscoll
Councillor Jason Sullivan

1. Call to Order

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

2. Adoption of Agenda

Deputy Mayor Jason O'Brien called for the adoption of the agenda for June 12, 2023.

MOTION: 2023-093 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE TO adopt the agenda for June 12, 2023, as presented.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

3. Adoption of Minutes

3.1 April 10, 2023, Public Meeting Minutes

MOTION: 2023-094 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE TO adopt the minutes of the Public Meeting of May 8, 2023, as presented.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

4. Business Arising

4.1 Ratification of Email Vote – Rescind Motion #2023-091

MOTION: 2023-095 Councillor Corey Ronayne / Councillor Shannon O’Driscoll
MOVE TO ratify the email vote of May 13, 2023, moved by Deputy Mayor Jason O’Brien, and seconded by Mayor Keith O’Driscoll that stated:

MOVE TO rescind Motion #2023-091 which stated: “MOVE TO approve Change Order #2 for the relocation of the generator for the Bay Bulls Regional Lifestyle Centre Upgrade project at a total cost of \$6,735.31 + HST.”

The Motion was carried.

For Motion: 4 (Mayor Keith O’Driscoll, Deputy Mayor Jason O’Brien, Councillors Corey Ronayne and Jason Sullivan)

Against: 1 (Councillor Shannon O’Driscoll)

Abstained: 0

The Motion was carried.

For Motion: 2 (Deputy Mayor J. O’Brien, Councillor C. Ronayne)

Against: 1 (Councillor S. O’Driscoll)

Abstained: 0

4.2 Ratification of Vote at Privilege Session – Conflict of Interest

MOTION: 2023-096 Councillor Shannon O’Driscoll / Councillor Corey Ronayne
MOVE TO ratify the vote of May 15, 2023, that was moved by Councillor Jason Sullivan and seconded by Councillor Shannon O’Driscoll that stated:

MOVE THAT Town Manager, Jennifer Aspell, is not in conflict of interest on any matters pertaining to public works, capital works, or procurement involving O’Brien’s Trucking Ltd. on a go-forward basis, so long as her family member does not hold a management position with the company.

The Motion was carried.

In favor: 4 (Mayor Keith O’Driscoll, Councillors Shannon O’Driscoll, Corey Ronayne and Jason Sullivan)

Against: 1 (Deputy Mayor Jason O’Brien)

Abstained: 0

The Motion was carried.

For Motion: 2 (Councillors S. O’Driscoll and C. Ronayne)

Against: 1 (Deputy Mayor J. O’Brien)

Abstained: 0

5. Delegations & Proclamations

6. Applications

6.1 Application #2023-403

10 Dunn Drive

New Residential Development

MOTION: 2023-097 Councillor Corey Ronayne / Councillor Shannon O'Driscoll
MOVE TO approve-in-principal Application #2023-403 to construct a new residential development located at 10 Dunn Drive 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: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

6.2 Application #2023-405

79-87 Farm Road

New Commercial Development

7:05 p.m. Councillor Shannon O'Driscoll asked under Section 5 of the *Municipal Code of Conduct Act*, for Council to determine if she is in a Conflict of Interest on Application #2023-405, due to Councillor O'Driscoll's personal relationship with the applicant.

Council lost quorum and was unable to render a decision on Councillor Shannon O'Driscoll's potential conflict of interest.

Application #2023-405 will be tabled for an email vote on June 13, 2023.

6.3 Application #2023-405

22-24 Quay's Road

New Residential Development

MOTION: 2023-098 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO approve-in-principal Application #2023-405 to construct a new residential development located at 22-24 Quay's 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: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

6.4 Application #2023-301

22 Cabot Drive

New Accessory Building

7:07 p.m. Deputy Mayor Jason O'Brien declared a Conflict of Interest on Application #2023-301, as Deputy Mayor O'Brien has property in close proximity to the applicant.

Council lost quorum and was unable to render a decision. Application #2023-405 will be tabled for an email vote on June 13, 2023.

6.5 Application #2023-302

11 Dunn Drive

New Accessory Building

MOTION: 2023-099 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO approve Application #2023-302 to construct a residential accessory building located at 11 Dunn

Drive.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

6.6 Application #2023-102

80-82 Quay's Road

Operation of a Business – Tourist Accommodations

MOTION: 2023-100 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO approve Business Application #2023-102 to operate a tourist accommodation business located at 80-82 Quay's Road.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

6.7 Application #2023-303

734A Southern Shore Highway

New Accessory Building

MOTION: 2023-101 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO approve Application #2023-303 to construct a residential accessory building located at 734A Southern Shore Highway.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

6.8 Application #2023-407

2-46 Cemetery Lane West

New Recreational Development

MOTION: 2023-102 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO approve Application #2023-407 to construct a new recreational development located at 2-46 Cemetery Lane West.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

7. Accounts Payable

7.1 Accounts Payable Listing for the period ending May 31, 2023

Total for Section A: \$64,781.89

Total for Section B: \$49,204.20– Pre-authorized disbursements

Total Disbursements for the Month: \$113,986.09

7:11 p.m. Councillor Shannon O'Driscoll declared a Conflict of Interest on cheque 3781 totaling \$70.02, as it is made payable to an immediate family member of Council O'Driscoll's.

Council lost quorum and was unable to render a decision.

MOTION: 2023-103 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE TO approve the release of all other payables in Section A in the amount of \$64,711.87.
The Motion was carried unanimously.
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)
Against: 0
Abstained: 0

MOTION: 2023-104 Councillor Corey Ronayne / Councillor Shannon O'Driscoll
MOVE TO approve all payables in Section B in the amount of \$49,204.20.
The Motion was carried unanimously.
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)
Against: 0
Abstained: 0

7.2 Supporting Documents for Release of Holdback (Snow Clearing Contract) – For Information Only

7.3 Supporting Documents for Progress Claim #6 (BBLRC Upgrades)– For Information Only

7.3 Tax Collection Report for the Period Ending May 31, 2023 – For Information Only

8. Committee Reports

8.1. BBBA Monthly Activities Report, May 2023

8.2. BBBA Financial Report, April 2023

9. Action

9.1 Vacant Land Tax Sale – Uncollectable Debt

MOTION: 2023-105 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE THAT the Town of Bay Bulls remove the uncollectable debt from the vacant land tax sale account #004-910 in the amount of \$1,582.68
The Motion was carried unanimously.
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)
Against: 0
Abstained: 0

9.2 Golden Tulip Awards 2023

MOTION: 2023-106 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE THAT the Town of Bay Bulls host the 2023 Golden Tulip Awards with judging to be completed from

July 22-25, 2023. Award details will be released via social media. FURTHER MOVE TO approve the purchase of the awards for a total cost of \$423.00 + HST.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.3 Town of Bay Bulls Commemorative Program

MOTION: 2023-107 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO adopt the Town of Bay Bulls Commemorative Program Guidelines and Application Form as presented.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.4 Community Credit Union BBQ Fundraiser – Request for Support

MOTION: 2023-108 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO approve the contribution of 6 cases of soft drinks to the Community Credit Union BBQ Fundraiser.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.5 Business Closure – 74307 Newfoundland and Labrador Inc.

MOTION: 2023-109 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO remove 74307 Newfoundland and Labrador Inc., previously located at 47 Dunn Drive from the Town of Bay Bulls Business Tax Roll retroactive to January 1, 2023, and provide remission of taxes for 2023 in the amount of \$971.51.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.6 Release Allocated Funds from Gas Tax Project #11-2020-7039

RESOLUTION: 2023-110 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

BE IT RESOLVED THAT the Town of Bay Bulls release funds in the amount of \$35,465.00 from the Capital Investment Plan Project #11-202-7039 – Road Upgrades, Cemetery Lane West, and Station Road.

The Resolution was carried unanimously.

For Resolution: 3 (Deputy Mayor J. O'Brien, Councillor S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.7 Bay Bulls to Bauline Athletic Association Canada Day Event – Request for Support

MOTION: 2023-111 Councillor Corey Ronayne / Councillor Shannon O’Driscoll

MOVE TO approve the requested contribution of \$2,685.25 to support the Bay Bulls to Bauline Athletic Association Canada Day event.

The Motion was defeated.

For Motion: 0

Against: 3 (Deputy Mayor J. O’Brien, Councillor S. O’Driscoll and C. Ronayne)

Abstained: 0

MOTION: 2023-112 Councillor Corey Ronayne / Councillor Shannon O’Driscoll

MOVE TO approve a contribution in the amount of \$1,400.00 to support the Bay Bulls to Bauline Athletic Association Canada Day celebration to be held on July 1 at the Bay Bulls Regional Lifestyle Centre.

The Motion was carried unanimously.

For Motion: 3 (Deputy Mayor J. O’Brien, Councillor S. O’Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.8 Request for Speed Hump Re-installation on Sheldon Drive

MOTION: 2023-113 Councillor Shannon O’Driscoll / Councillor Corey Ronayne

MOVE TO approve the installation of 4 sets of speed humps along Sheldon Drive.

The Motion was defeated.

For Motion: 1 (Councillor S. O’Driscoll)

Against: 2 (Deputy Mayor J. O’Brien and Councillor C. Ronayne)

Abstained: 0

MOTION: 2023-114 Councillor Corey Ronayne / Councillor Shannon O’Driscoll

MOVE TO approve the installation of 1 set of speed humps in the middle of Sheldon Drive.

The Motion carried unanimously.

For Motion: 3 (Deputy Mayor J. O’Brien and Councillors S. O’Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.9 Award of Engineering Design – Long Pond Walking Trail Phase 2

MOTION: 2023-115 Councillor Corey Ronayne / Councillor Shannon O’Driscoll

MOVE TO award the engineering and design for Phase 2 of Long Pond Walking Trail to Mills & Wright Landscape Architecture for a total cost of \$17,495.00 + HST.

The Motion carried unanimously.

For Motion: 3 (Deputy Mayor J. O’Brien and Councillors S. O’Driscoll and C. Ronayne)

Against: 0

Abstained: 0

9.10 East Coast Trail Association – Approval of Design Change – Gunridge Parking Lot

MOTION: 2023-116 Councillor Shannon O’Driscoll / Councillor Corey Ronayne

MOVE TO have the East Coast Trail install a new culvert to replace the existing culvert on Gunridge Road that is blocked with debris. Once the culvert has been installed to Town specifications, the remaining deviations from the original concept plan will be accepted.

The Motion carried unanimously.

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

Against: 0

Abstained: 0

9.11 Traffic Calming Request #0001 – Track Road Extension

MOTION: 2023-117 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO approve traffic calming request #0001 for Track Road Extension.

The Motion was defeated.

For Motion: 1 (Councillor S. O'Driscoll)

Against: 2 (Deputy Mayor J. O'Brien and Councillor C. Ronayne)

Abstained: 0

10. Information Only

10.1. Municipal Assessment Agency – Value Change Report for 2024 Tax Roll

10.2. ATIPP Court Summaries, May 2023

10.3. Permit Report for Period Ending May 31, 2023

11. Correspondence Received

11.1. MNL Environmental Engineering Project Overview for the Southern Shore Region

11.2. Municipal Assessment Agency Avalon Region Update

11.3. East Coast Trail Association Press Release, May 2023

11.4. Provincial Summer Student Grant Non-Approval

11.5. The Royal Canadian Legion Invitation to July 1st Celebrations

12. Correspondence Sent

12.1. Town of Bay Bulls Response to Application #2023-300

12.2. Town of Bay Bulls Response to Application #2023-402

12.3. Town of Bay Bulls Response to Application #2023-601

12.4. Town of Bay Bulls Response to Application #2023-700

12.5. Town of Bay Bulls Inspection Findings #1 – Quay's Road Subdivision Development

12.6. Town of Bay Bulls Response to Application #2023-801

12.7. Town of Bay Bulls Response to Application #2023-802

13. New Business

14. Adjournment

7:52 p.m. Deputy Mayor Jason O'Brien called for adjournment as there was no further business of the Council.

MOTION: 2023-118 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE THAT the meeting be adjourned.

The Motion was carried unanimously.

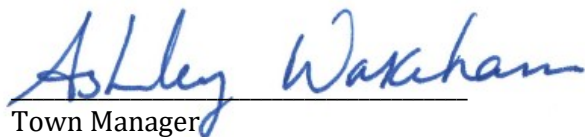
For Motion: 3 (Deputy Mayor J. O'Brien, Councillors S. O'Driscoll, and C. Ronayne)

Against: 0

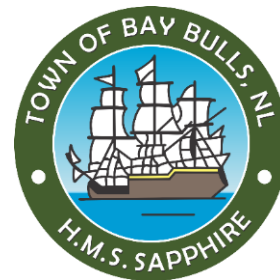
Abstained: 0



Mayor



Town Manager



July 19, 2023

Date