

Town of Bay Bulls

Meeting Minutes

Public Meeting

December 12, 2022
7:00 p.m.

Virtual Meeting

Council Members Present

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

Staff Present

Jennifer Aspell, Town Manager
Evan Vokey, Director of Public Works

Regrets

Councillor Jason Sullivan
Ashley Wakeham, Assistant Town Clerk

1. Call to Order

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 December, 2022.

MOTION: 2022-328 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE TO adopt the agenda for December 12, 2022, as presented.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

3. Adoption of Minutes

3.1 November 14, 2022, Public Meeting Minutes

MOTION: 2022-329 Councillor Shannon O'Driscoll / Deputy Mayor Jason O'Brien
MOVE TO adopt the minutes of the Public Meeting of November 14, 2022, as presented.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

3.2 December 1, 2022, Special Public Meeting Minutes

MOTION: 2022-330 Councillor Corey Ronayne / Councillor Shannon O'Driscoll
MOVE TO adopt the minutes of the Special Public Meeting of December 1, 2022, as presented.
The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, 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 – Change Order #3 for Irishtown Road Upgrade Project

MOTION: 2022-331 Councillor Shannon O'Driscoll / Councillor Corey Ronayne
MOVE TO ratify the email vote of November 15, 2022, that was moved by Deputy Mayor Jason O'Brien and seconded by Councillor Shannon O'Driscoll, the Motion stated:

*MOVE TO approve Change Order #3 for the Irishtown Road Storm Sewer Upgrades Phase II (Project # 17-GI-22-0040), to install a retaining wall at civic address 61 Irishtown Road at a cost of \$5,900 + HST.
The Motion was carried unanimously.*

*In favor: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors S. O'Driscoll and C. Ronayne)
Against: 0*

Abstained: 1 (Councillor J. Sullivan)

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors S. O'Driscoll and C. Ronayne)
Against: 0
Abstained: 0

4.2 Ratification of Email Vote – Change Order #4 for Irishtown Road Upgrade Project

MOTION: 2022-332 Councillor Corey Ronayne / Councillor Shannon O'Driscoll
MOVE TO ratify the email vote of November 16, 2022, that was moved by Deputy Mayor Jason O'Brien and seconded by Councillor Shannon O'Driscoll, the Motion stated:

MOVE TO approve Change Order #4 for the Irishtown Road Storm Sewer Upgrades Phase II (Project # 17-GI-22-0040), to install a rock lining along the slope at 5-7 Irishtown Road at a cost of \$4,565.00 + HST.

The Motion was carried unanimously.

In favor: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors S. O'Driscoll and C. Ronayne)

Against: 0

Abstained: 1 (Councillor J. Sullivan)

The Motion was carried unanimously.

For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors S. O'Driscoll and C. Ronayne)
Against: 0
Abstained: 0

4.3 Compensatory Payment – Business Losses Due to Irishtown Road Upgrade Project

MOTION: 2022-333 Councillor Corey Ronayne / Councillor Shannon O'Driscoll
MOVE TO approve a compensatory payment of \$4,000.00 to Jigger Foods Inc. for losses incurred as a result of the Irishtown Road Upgrade Project, pending confirmation from Jigger Foods Inc that no

additional claims will be made with the Town regarding this project and/or losses incurred.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

4.3 Driveway Reinstatement Concerns – Irishtown Road Upgrade Project

MOTION: 2022-334 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne

MOVE TO deny the request for further driveway work, as the driveway has been reinstated as per the project specifications and no further work will be required.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

5. Delegations & Proclamations

No Delegations or Proclamations for the December 12, 2022, Public Meeting

6. Applications

No Applications were received for the December 12, 2022, Public Meeting

7. Accounts Payable

7.1 Accounts Payable Listing for the period ending November 30, 2022

Total for Section A: \$413,735.40

Total for Section B: \$56,701.24 – Pre-authorized disbursements

Total Disbursements for the Month: \$470,436.64

7:07 p.m. Deputy Mayor Jason O'Brien declared a Conflict of Interest on cheque 3559 totaling \$575.58, as cheque 3559 is related to a matter of interest for Deputy Mayor Jason O'Brien.

MOTION: 2022-335 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO approve cheque 3559 for a total of \$575.58.

The Motion was carried unanimously.

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

Against: 0

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

7:08 p.m. Mayor Keith O'Driscoll and Councillor Shannon O'Driscoll declared a Conflict of Interest on cheque 3579 totaling \$90.15, as cheque 3579 was made payable to an immediate family member of both Mayor Keith O'Driscoll and Councillor Shannon O'Driscoll.

The Council lost quorum for a motion to release cheque 3579, cheque 3579 was removed from the payables

listing and will be added to January 16, 2023, Public Meeting. The updated total for Section A was \$413,735.40.

MOTION: 2022-336 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO approve all other payables in Section A in the amount of \$413,159.82

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

MOTION: 2022-337 Councillor Shannon O'Driscoll / Deputy Mayor Jason O'Brien

MOVE TO approve all payables in Section B in the amount of \$56,701.24.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

8. Committee Reports

8.1 Northeast Avalon Joint Council Meeting Package, November 23, 2022

8.2 BBBA November 2022 Monthly Update

8.3 BBBA October 2022 Financials

8.4 BBBA November 2022 Afterschool Program Update

9. Action

9.1 Request for Tax Remission

MOTION: 2022-338 Deputy Mayor Jason O'Brien / Councillor Shannon O'Driscoll

MOVE TO approve the remission of taxes and interest owing in the amount of \$613.95

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.2 Public Meeting Schedule for 2023

MOTION: 2022-339 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE THAT the Public Meetings of Council for 2023 be held at 7:00 pm on the second Monday of each month unless otherwise determined by Council or the meeting date falls on a statutory holiday in which case the meetings will be moved to the Wednesday.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.3 Revised Subdivision Development Design Standards

MOTION: 2022-340 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO accept the revised subdivision design standards as presented, effective immediately. The new standards will not be applied to any subdivision development agreements dated prior to December 12, 2022. The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.4 Crown Land Application #159668

MOTION: 2022-341 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne

MOVE TO deny Crown Land Application # 159668 based on the fact that access is not clearly defined. The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.5 The 37th Annual RCMP Make-A-Wish Wish Tree Campaign – Request for Support

MOTION: 2022-342 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO provide a \$25.00 donation in support of the 37th Annual RCMP Make-A-Wish "Wish Tree" Campaign.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.6 Appointment of Appeals Commissioner for 2023

MOTION: 2022-343 Councillor Shannon O'Driscoll / Councillor Corey Ronayne

MOVE TO appoint Mitch Moran of MJM Property Consulting as the Appeals Commissioner for the Town of Bay Bulls for 2023.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.7 Town Office Christmas Closure

7:19 p.m. Mayor Keith O'Driscoll asked Council to determine if he would be in a conflict of interest on item 9.7, as an immediate family member is an employee of the Town.

MOTION: 2022-344 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne

MOVE THAT Mayor Keith O'Driscoll is not in a conflict of interest on item 9.7.

The Motion was carried unanimously.

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

Against: 0

Abstained: 1 (Mayor K. O'Driscoll)

7:20 p.m. Councillor Shannon O'Driscoll asked Council to determine if she would be in a conflict of interest on item 9.7, as an immediate family member is an employee of the Town.

MOTION: 2022-345 Councillor Corey Ronayne / Deputy Mayor Jason O'Brien

MOVE THAT Mayor Keith O'Driscoll is not in a conflict of interest on item 9.7.

The Motion was carried unanimously.

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

Against: 0

Abstained: 1 (Councillor S. O'Driscoll)

MOTION: 2022-346 Councillor Shannon O'Driscoll / Deputy Mayor Jason O'Brien

MOVE TO close the Town office on Friday December 23, 2022 at 12:00 pm and re-open on Tuesday January 3, 2023 at 8:00 am.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.8 Approval of Pre-authorized Payments for 2023

MOTION: 2022-347 Councillor Corey Ronayne / Deputy Mayor Jason O'Brien

MOVE TO approve payment of the following reoccurring monthly account balances via a pre-authorized debit to the Town's main operating account:

1. North Atlantic Petroleum Ltd.
2. Bell Aliant
3. De Lage Landen
4. Orkin Canada
5. Newfoundland Power
6. TRIO
7. Northbridge Insurance
8. Collabria Visa
9. Community Credit Union – Payroll Disbursements
10. Canada Revenue Agency

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.9 Canada Summer Jobs Open Call for Applications 2023

MOTION: 2022-348 Councillor Corey Ronayne / Councillor Shannon O'Driscoll

MOVE TO apply for Canada Summer Jobs funding for 2 summer employment positions.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.10 Request for Pole Light Installation

MOTION: 2022-349 Councillor Shannon O'Driscoll / Deputy Mayor Jason O'Brien
MOVE THAT the Town gives permission for the homeowner to install the light pole at the homeowner's expense.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.11 MMSB Backyard composting Bin Distribution Program 2023

MOTION: 2022-350 Councillor Shannon O'Driscoll / _____

MOVE TO apply to purchase forty 37-gallon compost tumblers from the Multi-Materials Stewardship Board as part of their 2023 Backyard Compost Bin Distribution Program.

Mayor Keith O'Driscoll called for a seconder three times, there was no seconder that came forward for Councillor Shannon O'Driscoll's motion.

MOTION: 2022-351 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne

MOVE TO apply to purchase forty 37-gallon compost tumblers from the Multi-Material Stewardship Board (MMSB) as part of their 2023 Backyard Compost Bin Distribution Program contingent on the Town of Witless Bay cost-sharing twenty bins.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

10. Information Only

10.1 November 2022 Permit Report

11. Correspondence Received

11.1 Circular from TI - Seasonal Asphalt Reminder

11.2 MAA Memo Avalon

11.3 Kids East Smart Certificate of Thanks

11.4 Circular - LUP Planning

11.5 Response from Minister Re: Own Source Revenue Exemption Request

11.6 Approval Letter - Bay Bulls Long Pond Walking Trail Phase II - Gas Tax (60/40)

12. Correspondence Sent

12.1 Town of Bay Bulls Correspondence Re Fire Fee Invoice

13. New Business

No New Business for the December 12, 2022, Public Meeting

14. Adjournment

7:33 p.m. Mayor Keith O'Driscoll called for adjournment as there was no further business of the Council.

MOTION: 2022-352 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne

MOVE THAT the meeting be adjourned.

The Motion was carried unanimously.

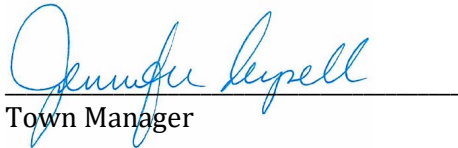
For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors S. O'Driscoll and C. Ronayne)

Against: 0

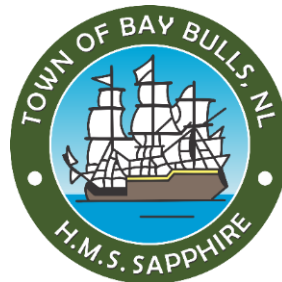
Abstained: 0



Mayor



Town Manager



January 17, 2023

Date