



Town of Bay Bulls

Meeting Minutes

Public Meeting

April 13, 2022
8:00 p.m.

Virtual Meeting

Council Members Present

Deputy Mayor Jason O'Brien
Councillor Keith O'Driscoll
Councillor Shannon O'Driscoll
Councillor Jason Sullivan

Staff Present

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

Regrets

Mayor Neil O'Brien
Jennifer Aspell, Town Manager

1. Call to Order

Deputy Mayor Jason O'Brien assumed the Chair and called the meeting to order at 8:00 p.m.

Appointment of Acting Town Clerk for the Purposes of the April 13, 2022 Public Meeting

MOTION: 2022-103 Councillor Shannon O'Driscoll / Councillor Jason Sullivan

MOVE TO appoint Ashley Wakeham Acting Town Clerk for the purposes of the Public Meeting of April 13, 2022.

Question called. Motion carried unanimously.

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

Against: 0

Abstained: 0

2. Adoption of Agenda

Deputy Mayor Jason O'Brien called for the adoption of the agenda for April 13, 2022.

MOTION: 2022-104 Councillor Shannon O'Driscoll / Councillor Keith O'Driscoll

MOVE TO adopt the agenda for April 13, 2022 as presented.

Question called. Motion carried unanimously.

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

Against: 0

Abstained: 0

3. Adoption of Minutes

3.1 March 14, 2022 Public Meeting Minutes

MOTION: 2022-105 Councillor Shannon O’Driscoll / Councillor Jason Sullivan
MOVE TO adopt the minutes of the Public Meeting of March 14, 2022 as presented.

Motion carried unanimously.

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

Against: 0

Abstained: 0

4. Business Arising

4.1 Results of Privacy Complaint Investigation

MOTION: 2022-106 Councillor Keith O’Driscoll / Councillor Shannon O’Driscoll
MOVE TO rescind Motion # 2022-063 which stated:

“MOVE TO grant Councillors’ access to the AVL login system for monitoring purposes.”

FURTHER MOVE TO accept the recommended resolution from the Office of the Information and Privacy Commissioner (OIPC) which stated:

“Providing Council members with login access to the AVL system would not be in accordance with the privacy provisions of the Act, and therefore it is recommended that the Town continue to limit such access to the minimum number of Town staff who require it for operational purposes.”

Motion carried unanimously.

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

Against: 0

Abstained: 0

4.2 Water Runoff Issue – 40 Lower Road

MOTION: 2022-107 Councillor Jason Sullivan/ Councillor Keith O’Driscoll
MOVE TO defer item # 4.2 – Water Runoff Issue – 40 Lower Road.

Motion carried unanimously.

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

Against: 0

Abstained: 0

5. Delegations & Proclamations

5.1 Proclamation for National Organ and Tissue Donor Awareness Week

Deputy Mayor Jason O'Brien read aloud the following Proclamation for National Organ and Tissue Donor Awareness Week

PROCLAMATION NATIONAL ORGAN AND TISSUE DONOR AWARENESS WEEK

The Canadian Transplant Association (CTA) was created in 1987 to raise awareness about organ donation and celebrate the success of transplants in saving lives. Members of the CTA consist of transplant recipients, athletes and volunteers dedicated to promoting organ and tissue transplants, and providing support networks to donors and recipients.

Whereas, last year in Canada, there were 4500 Canadians awaiting a lifesaving organ transplant; and

Whereas, 75 people could receive tissue from one donor; and

Whereas, one organ and tissue donor can save up to eight lives and enhance as many as 75.

Now Therefore, on behalf of the community of Bay Bulls does hereby proclaim April 24-30, 2022 to be Organ and Tissue Donor Awareness Week.

6. Applications

6.1 Application # 2022-300

5 Scott Drive

New Residential Accessory Building Development

MOTION: 2022-108 Councillor Jason Sullivan / Councillor Shannon O'Driscoll

MOVE TO approve application # 2022-300 for a residential accessory building at 5 Scott Drive.

Motion carried unanimously.

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

Against: 0

Abstained: 0

6.2 Application # 2022-403

51 Quay's Road

New Residential Development

MOTION: 2022-109 Councillor Jason Sullivan / Councillor Keith O'Driscoll

MOVE TO provide approval in principle pending the receipt of all other government approvals for the proposed new residential development at 51 Quay's Road.

Motion carried unanimously.

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

6.3 Application # 2022-700

15-21 Quay's Road

New Residential Subdivision Development

MOTION: 2022-110 Councillor Keith O'Driscoll / Councillor Shannon O'Driscoll

MOVE TO provide approval in principle for a 6-lot residential subdivision at 15-21 Quay's Road pending the following criteria are met:

1. The developer must provide a Concept Plan showing the land or lot boundaries which shall include proposed development of the land by using turf, plants, shrubs, trees, retaining walls, and fences.
2. The developer must provide to the Town of Bay Bulls a drainage plan, stamped by a professional engineer to determine how surface water catchment will be managed, controlled and mitigated so as to not cause water runoff to adjoining land.
3. An allocation for open space or a provision for cash in lieu of open space as per Regulation 78 of the Town of Bay Bulls Development Regulations.
4. The developer must adhere to the Subdivision Design Standards as per Regulation 80 of the Town of Bay Bulls Development Regulations.
5. The developer must complete the Design Works and Certify the Construction Layout as per Regulation 81 of the Town of Bay Bulls Development Regulations.
6. The developer shall pay all fees and charges incurred by the Town of Bay Bulls in respect to the review and consideration of this application as per Regulation 82 of the Town of Bay Bulls Development Regulations.
7. The Developer is to comply with any other Government regulations or policies that may be applicable.
8. The Developer is required to sign a Subdivision Development Agreement with the Town of Bay Bulls.

Motion carried unanimously.

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

6.4 Application # 2022-503 (Crown Land Application # 159455)

Bristol Landing Phase III - Southern Shore Highway

Emergency Access Road

MOTION: 2022-111 Councillor Keith O'Driscoll / Councillor Jason Sullivan

MOVE TO approve application # 2022-503 (Crown Land Application # 159455) for a 10.0 m wide emergency access road for the Bristol Landing Phase III Subdivision.

Motion carried unanimously.

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

7. Accounts Payable

7.1 Accounts Payable Listing for the period ending March 31, 2022

Total for Section A: \$123,303.53

Total for Section B: \$60,124.10 – Pre-authorized disbursements

Total Disbursements for the Month: \$183,427.63

MOTION: 2022-112 Councillor Shannon O’Driscoll / Councillor Jason Sullivan
MOVE TO approve all payables in section A and section B totaling \$183,427.63
Motion carried unanimously.

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

Against: 0

Abstained: 0

8. Committee Reports

8.1 BBBA Meeting Package, March 10 2022

Councillor Keith O’Driscoll addressed Council and the public to advise that the Bay Bulls – Bauline Athletic Association (BBBAA) had received funding grants from the Canada Revitalization Fund (CRF) in the amount of approximately \$93,000 to complete upgrades to the Bay Bulls recreational grounds. Further to the CRF funding the BBBAA had recently received an additional \$34,000.00 from various funding groups such as; Canadian Tire – Jumpstart Community Development Grant, Come Home Year 2022 Grant, and Canadian Parks and Rec. Councillor Keith O’Driscoll explained that the additional funding will be used throughout the region in the coming months to provide recreation and community enhancement.

8.2 BBBA After School Expense Report, March 2022

8.2 BBBA Monthly Financials, February 2022

8.3 BBBA Monthly Activities Report, March 2022

8.5 Southern Shore Joint Council Meeting Package

9. Action

9.1 Traffic Calming Request #2022-1

MOTION: 2022-113 Councillor Jason Sullivan / Councillor Keith O’Driscoll

MOVE TO provide “slow” markings and a 30 km/hour speed sign in the area of Northside Road

identified in the request for traffic calming.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.2 Revised Town of Bay Bulls Purchasing Policy #TBB-002-AD

MOTION: 2022-114 Councillor Jason Sullivan / Councillor Shannon O'Driscoll

MOVE TO adopt the revised Town of Bay Bulls Purchasing Policy #TBB-002-AD as presented. The enactment of this policy cancels and replaces other previous purchasing policies.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.3 Royal Newfoundland Constabulary Association (RNCA) Request for Advertisement

MOTION: 2022-115 Councillor Shannon O'Driscoll / Councillor Keith O'Driscoll

MOVE TO deny the request for financial contribution in the form of advertisement to the Royal Newfoundland Constabulary Association as the request does not fit within the guidelines of the Town of Bay Bulls Donation Policy.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.4 Delegation of Authority – Permit Renewal

MOTION: 2022-116 Councillor Keith O'Driscoll / Councillor Jason Sullivan

MOVE TO delegate authority to Town staff to issue permit renewals for one additional year from the date of expiry, provided that the development has not commenced and the permit has not already expired.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.5 Town Branded Apparel

MOTION: 2022-117 Deputy Mayor Jason O'Brien / Councillor Shannon O'Driscoll

MOVE TO acquire updated quotes for Town branded apparel for both Council and staff.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.6 2022 Professional Municipal Administrators (PMA) Convention and Exhibition

MOTION: 2022-118 Councillor Shannon O'Driscoll/ Councillor Keith O'Driscoll

MOVE TO approve the Town Manager and Assistant Town Clerk to attend the 2022 PMA Convention and Exhibition from June 8-10, 2022 in Gander. FURTHER MOVE TO approve the closure of the Town offices from June 8-10, 2022.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.7 Award RFQ20220316 – Town Hall Building Repairs

MOTION: 2022-119 Councillor Jason Sullivan / Councillor Keith O'Driscoll

MOVE TO award RFQ20220316 – Town Hall Building Repairs to the lowest compliant bidder, Blair Roche Contracting Ltd. for a total cost of \$19,013.90 + HST.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.8 Award RFQ20220317 – Patch Paving

MOTION: 2022-120 Councillor Keith O'Driscoll / Councillor Shannon O'Driscoll

MOVE TO award RFQ20220317- Patch Paving to the lowest compliant bidder, English's Paving Corp. for a total cost of \$23,925.00 + HST.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.9 Agreement with Crane Services Ltd. – BBLRC Repairs

MOTION: 2022-121 Councillor Jason Sullivan / Councillor Shannon O'Driscoll

MOVE TO enter into a Service Agreement with Crane Services Ltd. to complete repairs to the BBLRC roof as part of the BBLRC Upgrading Project # 219178 for a total cost of \$103,900 + HST.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.10 Notification of Business Closure – Dr. Morry’s Walk-in Clinic

MOTION: 2022-122 Councillor Keith O’Driscoll / Councillor Shannon O’Driscoll

MOVE TO remove Dr. Morry’s Walk-in Clinic from the business tax roll due to the change in business operations on December 17, 2021.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.11 Quotes for Approval - Commercial Bin Lease

MOTION: 2022-123 Councillor Jason Sullivan / Councillor Keith O’Driscoll

MOVE TO enter into a service agreement with GFL Environmental Inc. for waste removal services at a total monthly cost of \$240.00 + HST. FURTHER MOVE TO calculate the monthly cost from May to December, 2022 and deduct that cost from the Eastern Regional Service Board invoice for Waste Collection Services for the Town of Bay Bulls.

Motion carried unanimously.

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

Against: 0

Abstained: 0

9.12 Municipal Approval for Sale of NLC Products at 878 Southern Shore Highway

8:31 p.m. Councillor Jason Sullivan declared a Conflict of Interest on agenda item 9.12, as Councillor Jason Sullivan has immediate family who own and operate a similar business that also holds an NLC Liquor License. Councillor Jason Sullivan did not participate in any discussion nor vote on the matter.

MOTION: 2022-124 Councillor Keith O’Driscoll / Councillor Shannon O’Driscoll

MOVE TO provide municipal approval for the sale of Newfoundland Liquor Corporation (NLC) open products to guests at the store front known as Arbour, located at 878-882 Southern Shore Highway.

Motion carried unanimously.

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

Against: 0

Abstained: 1 (Councillor J. Sullivan)

9.13 Revised Town of Bay Bulls Harassment Prevention Plan

MOTION: 2022-125 Councillor Jason Sullivan / Councillor Shannon O’Driscoll

MOVE TO adopt the revised Town of Bay Bulls Harassment Prevention Plan as presented. The enactment of this Harassment Prevention Plan cancels and replaces all other previous harassment policies and/or plans.

Motion carried unanimously.

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

Against: 0
Abstained: 0

10. Information Only

10.1 MUN Report on Geophysical Surveys on Coastal Road Sections in Bay Bulls

10.2 Letter of Award to BBAA for the Community Healthy Living Fund

10.3 Kickoff Meeting Minutes for the Irishtown Road Storm Sewer Upgrades – Phase 2

10.4 Easter Egg Hunt

Councillor Shannon O’Driscoll addressed Council and the public to advise that the 1st Annual Town of Bay Bulls Easter Egg Hunt will take place at the Bay Bulls Recreational Grounds on Saturday April 16, 2022 from 1:00 pm – 2:00 pm.

11. Correspondence Received

11.1 Seismic Programs Offshore Newfoundland 2022 Update

12. Correspondence Sent

12.1 Town of Bay Bulls Response to Business Application #2022-100 – 878-882 Southern Shore Highway

12.2 Town of Bay Bulls Response to Crown Land Application # 159383 – 700 Southern Shore Highway

12.3 Town of Bay Bulls Request for WBVFD Financial Analysis and Service Agreement

13. New Business

14. Adjournment

8:37 p.m. Deputy Mayor Jason O’Brien called for adjournment as there was no further business the Council.

MOTION: 2022-126 Councillor Jason Sullivan / Councillor Keith O’Driscoll

MOVE THAT the meeting be adjourned.

Motion carried unanimously.

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

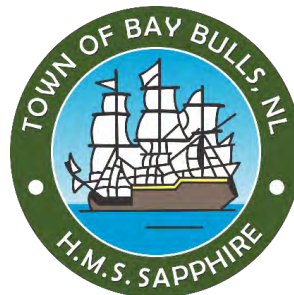
Against: 0
Abstained: 0



Mayor



Town Manager



May 20, 2022

Date