



Town of Bay Bulls

Meeting Minutes

Public Meeting

May 13, 2024
7:00 p.m.

Virtual Meeting

Council Members Present

Mayor Keith O'Driscoll
Deputy Mayor Jason O'Brien
Councillor Ethan Williams
Councillor Corey Ronayne

Staff Present

Ashley Wakeham, Town Manager
Jennifer Blanchard, Assistant Town Clerk

Regrets

Councillor Jason Sullivan

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

MOTION: 2024-065 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE TO adopt the agenda as presented for May 13, 2024.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

3. Adoption of Minutes

3.1 April 8, 2024, Public Meeting Minutes

MOTION: 2024-066 Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO adopt the minutes of the Public Meeting of April 8, 2024, as presented.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

4. Business Arising

4.1 Award of Tender 17-MCW-24-00005 Long Pond Walking Trail Phase 2

MOTION: 2024-067 Deputy Mayor Jason O'Brien/Councillor Corey Ronayne
MOVE TO ratify the email vote of April 17, 2024, moved by Deputy Mayor Jason O'Brien and seconded by Mayor Keith O'Driscoll that stated:

BE IT RESOLVED THAT the Town of Bay Bulls award the tender for the Project # 17-MCW-24-00005 – Long Pond Walking Trail Phase 2 to the lowest compliant bidder Harbour Construction Limited for a total cost of \$405,220.00 + HST.

Motion passed.

For Motion: 4 (Mayor Keith O'Driscoll, Deputy Mayor Jason O'Brien, Councillors Ethan Williams and Corey Ronayne)

Against: 0

Abstained: 1 (Councillor Jason Sullivan)

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

5. Delegations & Proclamations

5.1 Proclamation - Recreation NL Recreation Month

7:03 p.m. Mayor Keith O'Driscoll Proclaimed:

WHEREAS The Community of Bay Bulls recognizes that recreation enhances quality of life, active living and lifelong learning, helps people to live happier and longer, develops creativity, and builds healthy bodies and positive lifestyles; and

WHEREAS recreation provides opportunities for personal growth and development for people of all abilities and can be especially helpful to people living with disabilities; and

WHEREAS our parks, open spaces, and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

WHEREAS recreation is an important contributor to community economic development, which creates jobs, fosters tourism, and makes communities more attractive places in which to live, learn, work and play

Therefore, The Community of Bay Bulls does hereby proclaim the month of JUNE to be RECREATION MONTH.

5.2 Proclamation – Early Childhood Educators' Week 2024

7:05 p.m. Mayor Keith O'Driscoll Proclaimed:

Whereas the Association of Early Childhood Educators of Newfoundland and Labrador represents those working in child care and related fields throughout the province and

Whereas early childhood educators provide developmentally appropriate care and education to children from birth to age twelve in a variety of settings and

Whereas such care and education fosters the social, emotional, cognitive and physical growth and development of these children and supports families in a variety of ways and

Whereas this support of children and families insures the future health of our society

Therefore, I, hereby proclaim the week of May 26th to June 1st, 2024, as Provincial Early Childhood Educators' Week.

6. Applications

6.1 Application #2024-304

30-32 Lower Road

Residential Accessory Building

7:06 p.m., Councillor Corey Ronayne declared a conflict of interest on Application #2024-304 as Councillor Ronayne has a personal relationship with the applicant.

MOTION: 2024-068 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE TO provide approval as per Regulation 10 - Discretionary Powers of Authority for Application #2024-304 to construct a residential accessory building located at 30-32 Lower Road

The Motion was carried.

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

Against: 0

Abstained: 1 (Councillor C. Ronayne)

7. Accounts Payable

7.1 Accounts Payable Listing for the period ending April 30, 2024

Total for Section A: \$144,215.47

Total for Section B: \$47,399.44 - Pre-authorized disbursements

Total Disbursements for the Month: \$191,614.91

MOTION: 2024-069 Councillor Corey Ronayne / Councillor Ethan Williams

MOVE TO approve the release of all payables in Section A in the amount of \$144,215.47.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

MOTION: 2024-070 Councillor Corey Ronayne / Councillor Ethan Williams

MOVE TO approve all payables in Section B in the amount of \$47,399.44

The Motion was carried unanimously.

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

8. Committee Reports

8.1. Southern Shore Joint Council Meeting, April 2024

8.2. Northeast Avalon Joint Council Meeting, April 2024

8.3. BBRLC Monthly Update, April 2024

8.4. BBRLC Financial Update, March 2024

8.5. BBBAA Financial Update, March 2024

8.6. Southern Shore Joint Council Meeting, May 2024

9. Action

9.1 Award of RFQ20240424 – Traffic Line and Parking Lot Painting

MOTION: 2024-071 Councillor Ethan Williams / Councillor Corey Ronayne
MOVE TO award RFQ20240424–Traffic Line and Parking Lot Painting, to the lowest compliant bidder, Baird's Asphalt Sealing and Line Painting, for a total cost of \$3,750.00 + HST.
The Motion was carried unanimously.
For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors E. Williams and C. Ronayne)
Against: 0
Abstained: 0

9.2 Proposed Amendment – St. John's Urban Region Regional Plan

MOTION: 2024-072 Deputy Mayor Jason O'Brien / Councillor Ethan Williams
MOVE TO provide support to the Town of Logy Bay-Middle Cove-Outer Cove for amendment No. 5 to the St. John's Urban Region Regional Plan, amendment No. 1 to their Municipal Plan and amendment No. 1 to their Development Regulations.
The Motion was carried unanimously
For Motion: 4 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillors E. Williams and C. Ronayne)
Against: 0
Abstained: 0

9.3 Witless Bay Volunteer Fire Department 35th Annual Fireman's Ball – Request for Support

MOTION: 2024-073 Councillor Ethan Williams / Deputy Mayor Jason O'Brien
MOVE THAT the Town of Bay Bulls provide an in-kind donation for the use of the Bay Bulls Regional Lifestyle Centre to the Witless Bay Volunteer Fire Department to host their 35th Annual Fireman's Ball on November 16, 2024.
The Motion was carried unanimously.

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

9.4 Towns in Tune – Delegation to South Carolina

MOTION: 2024-074 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne
MOVE TO approve travel expenses to Newberry, South Carolina for Town Manager, Ashley Wakeham and Mayor Keith O'Driscoll to represent the Town of Bay Bulls in the PBS docu-series "Towns in Tune". All travel and meal costs will be arranged and reimbursed as per the Town of Bay Bulls Travel and Meal Reimbursement Policy TBB- 004-CN.

The Motion was carried unanimously.

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

9.5 Revised New Development Application for Approval

MOTION: 2024-075 Deputy Mayor Jason O'Brien / Councillor Ethan Williams
MOVE TO adopt the revised building and/or new development application as presented.
The Motion was carried unanimously.

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

9.6 Road Servicing List Review

Part 1 – Des's Lane & William's Lane

MOTION: 2024-076 Councillor Corey Ronayne / Councillor Ethan Williams
MOVE TO complete the recommended minor road upgrades to the laneways known as Des's Lane and Williams's Lane

The Motion was carried unanimously.

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

7:19 p.m. Mayor Keith O'Driscoll declared a Conflict of Interest on Part 2 of Action Item 9.6, as Mayor O'Driscoll has immediate family residing in the area of Nagel's Lane. Mayor O'Driscoll did not participate in the discussion nor vote on the matter.

Deputy Mayor Jason O'Brien assumed the Chair.

Part 2 – Nagel's Lane

MOTION: 2024-077 Councillor Ethan Williams / Councillor Corey Ronayne
MOVE TO remove the laneway known as Nagel's Lane from the Town of Bay Bulls Road Servicing List.
The Motion was carried.

For Motion: 3 (Deputy Mayor J. O'Brien, Councillors E. Williams and C. Ronayne)
Against: 0

Abstained: 1 (Mayor K. O'Driscoll)

7:20 p.m. Mayor Keith O'Driscoll reassumed the Chair

9.7 Business Closure – Outfitters Adventure Gear & Apparel Inc.

MOTION: 2024-078 Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO remove Outfitters Adventure Gear and Apparel Inc, located at 18 Southside Road, from the Town of Bay Bulls Business Tax Roll for the tax year 2024.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.8 Bay Bulls Regional Lifestyle Centre Inc. Operations Grant Payment for Quarter 2

MOTION: 2024-079 Councillor Corey Ronayne / Councillor Ethan Williams

MOVE TO approve the release of quarter 2 payment of the Operations Grant for the Bay Bulls Regional Lifestyle Centre Inc. in the amount of \$30,000.00.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.9 Authorization to Commence Tax Sale of Property for Tax Arrears

MOTION: 2024-080 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE THAT the Town of Bay Bulls offer for sale for tax arrears the following properties:

- 15-21 Irishtown Road
- 145-147 Northside Road
- 145 Southside Road
- 139 Southside Road
- 13-17 Station Road
- 106-108 Alley Road
- 113-119 Alley Road
- 85-91 Southern Shore Highway

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.10 Authorization to File Statement of Claim for Property Tax Arrears

MOTION: 2024-081 Councillor Corey Ronayne / Deputy Mayor Jason O'Brien

MOVE THAT the Town of Bay Bulls file a Statement of Claim for tax debt with the Provincial Court of Newfoundland & Labrador – Small Claims Division.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.11 Request to Change June Public Meeting

MOTION: 2024-082 Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO change the June Public Meeting date from Monday June 10, 2024 to Monday June 17, 2024 to accommodate staff annual leave.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.12 Authorization to Apply for MNL Creative Home Mural and Artist Residency Program

MOTION: 2024-083 Councillor Ethan Williams / Councillor Corey Ronayne

MOVE THAT the Town of Bay Bulls apply to the Municipalities NL Creative Home Mural and Artist Residency Program for the commissioning of a community mural to be located in the Youth Room of the Bay Bulls Regional Lifestyle Centre.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.13 Acceptance of Ice Rink Proposal for the Community Outdoor Rink Project

MOTION: 2024-084 Deputy Mayor Jason O'Brien / Councillor Corey Ronayne

MOVE THAT the Town of Bay Bulls defer the item to a later date until more information is available.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.14 Annual CPSI Playground Inspection

MOTION: 2024-085 Councillor Ethan Williams / Deputy Mayor Jason O'Brien

MOVE TO approve the Coastline Specialties Ltd. to perform a CPSI Certified Playground Inspection for a total cost of \$1,700.00 + HST.

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

Against: 0

Abstained: 0

10. Information Only

10.1 Tax Receivable Report Ending April 30, 2024

10.2 RCMP Report to Council - March 2024

10.3 Permit Report for the Period Ending April 30, 2024

10.4 Completed ATIPP Summaries

10.5 Clar Simmons Scholarship Application 2024

11. Correspondence Received

11.1 Northside Road Erosion Protection Project #17-GI-23-00088 Project Change #1

11.2 Circular: PMA First Woman President in Organization's 52 Year History

11.3 Long Pond Trail Phase 2 Project #17-MCW-24-00005 Letter of Contract Award

12. Correspondence Sent

12.1 Town of Bay Bulls Response to Application #2024-302

12.2 Town of Bay Bulls Response to Application #2024-303

12.3 Town of Bay Bulls Response to Application #2024-424

13. New Business

14. Adjournment

7:32 p.m. Mayor Keith O'Driscoll called for adjournment as there was no further business of the Council.

MOTION: 2024-086 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE THAT the meeting be adjourned.

The Motion was carried unanimously

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

Against: 0

Abstained: 0

Keith Dill
Mayor

Ashley Wakeham
Town Manager

June 20, 2024
Date

