

Town of Bay Bulls

Meeting Minutes

Public Meeting

August 12, 2024
7:00 p.m.

Virtual Meeting

Council Members Present

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

Staff Present

Ashley Wakeham, Town Manager
Jennifer Blanchard, Assistant Town Clerk

Regrets

Councillor Jason Sullivan
Councillor Corey Ronayne

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: 2024-125 Councillor Ethan Williams / Deputy Mayor Jason O'Brien

MOVE TO adopt the agenda as presented for August 12, 2024.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

3. Adoption of Minutes

3.1 July 8, 2024, Public Meeting Minutes

MOTION: 2024-126 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

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

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

4. Business Arising

4.1 Change Order #1 – 17-MCW-24-00005 Long Pond Trail Phase 2

MOTION: 2023-127 Councillor Ethan Williams / Deputy Mayor Jason O'Brien
MOVE TO ratify the email vote of July 18, 2024, moved by Deputy Mayor Jason O'Brien and seconded by Mayor Keith O'Driscoll that stated:

MOVE TO approve Change Order No. 1 -Long Pong Walking Trail Phase 2 project # 17-MCW-24-00005 for the installation of additional culverts and landscaping for a total cost of \$7,000.00 + HST.

Motion passed unanimously

For Motion: 5 (Mayor Keith O'Driscoll, Deputy Mayor Jason O'Brien, Councillors Ethan Williams, Corey Ronayne and Jason Sullivan)

Against: 0

Abstained: 0

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

4.2 Project Scope Amendment for Project #17-MCW-24-00005 Long Pond Walking Trail Phase 2

MOTION: 2023-128 Councillor Ethan Williams / Deputy Mayor Jason O'Brien
MOVE TO ratify the email vote of July 24, 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 amend the project scope for 17-MCW-24-00005 – Long Pond Walking Trail Phase 2 to install lighting on 1.3 kms of remaining trail from Phase 1. The total cost of the amendment \$41,800.00 (HST Included), with the Town of Bay Bulls being responsible for a total cost of \$22,642.33 (HST Included).

The Resolution was carried unanimously.

For Resolution: 5 (Mayor Keith O'Driscoll, Deputy Mayor Jason O'Brien, Councillors Ethan Williams, Jason Sullivan and Corey Ronayne)

Against: 0

Abstained: 0

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

4.3 Release of Tender 17-GI-23-00088 Northside Road Coastal Erosion and Upgrading

MOTION: 2023-129 Deputy Mayor Jason O'Brien / Councillor Ethan Williams
MOVE TO ratify the email vote of July 26, 2024, moved by Deputy Mayor Jason O'Brien and seconded by Councillor Jason Sullivan that stated:

BE IT RESOLVED THAT in accordance with the submitted plans, specifications, cost estimate and approved funds totaling \$1,840,875.00, approval is hereby given to proceed with a public tender call for the capital works Project # 17-GI-23-00088 – Northside Road Coastal Erosion and Upgrading.

Motion passed unanimously.

For Motion: 5 (Mayor Keith O'Driscoll, Deputy Mayor Jason O'Brien, Councillors Ethan Williams, Jason Sullivan and Corey Ronayne)

Against: 0
Abstained: 0

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

5. Delegations & Proclamations

6. Applications

6.1 Application #2024-306

9-11 Harvey Place

Residential Accessory Building

MOTION: 2024-130 Councillor Ethan Williams / Deputy Mayor Jason O'Brien

MOVE TO approve Application #2024-306 to construct an accessory building including backfill/excavation at 9-11 Harvey Place

The Motion was carried.

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

Against: 0

Abstained: 0

6.2 Application #2024-428

22-24 Quay's Road

New Residential Development

MOTION: 2024-131 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE TO provide approval-in-principal for Application #2024-428 to construct a New Residential Development located at 22-24 Quay's Road, pending receipt of a Deed of Conveyance and 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.

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

Against: 0

Abstained: 0

6.3 Application #2024-307

38 Dunn Drive

Residential Accessory Building

MOTION: 2024-132 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE TO approve Application #2024-307 to construct an accessory building at 38 Dunn Drive

The Motion was carried.

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

Against: 0

Abstained: 0

7. Accounts Payable

7.1 Accounts Payable Listing for the period ending July 31, 2024

Total for Section A: \$30,286.28

Total for Section B: \$53,165.40 – Pre-authorized disbursements

Total Disbursements for the Month: \$83,451.68

MOTION: 2024-133 Deputy Mayor Jason O'Brien / Councillor Ethan Williams
MOVE TO approve the release of all payables in Section A in the amount of \$30,286.28.
The Motion was carried unanimously.
For Motion: 3 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillor E. Williams)
Against: 0
Abstained: 0

MOTION: 2024-134 Councillor Ethan Williams / Deputy Mayor Jason O'Brien
MOVE TO approve all payables in Section B in the amount of \$53,165.40
The Motion was carried unanimously.
For Motion: 3 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillor E. Williams)
Against: 0
Abstained: 0

8. Committee Reports

8.1. BBRLC Monthly Update, July 2024

8.2. BBRLC Financial Update, June 2024

8.3. BBBA Financial Update, June 2024

9. Action

9.1 Service Agreement for Sports Fields - BBRLC

MOTION: 2024-135 Deputy Mayor Jason O'Brien / Councillor Ethan Williams
MOVE TO approve the presented service agreement between Bay Bulls Regional Lifestyle Inc and the Town of Bay Bulls for the continued operations of the Recreational Fields and Sports Activities at the Bay Bulls Sports Complex.
The Motion was carried unanimously.
For Motion: 3 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillor E. Williams)
Against: 0
Abstained: 0

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

MOTION: 2024-136 Councillor Ethan Williams / Deputy Mayor Jason O'Brien
MOVE TO provide support to the Town of Bauline for amendment No. 4 to the St. John's Urban Region

Regional Plan

The Motion was carried unanimously

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

Against: 0

Abstained: 0

9.3 Approval to Purchase Materials for Garbage Boxes and Benches for Long Pond Walking Trail Phase 2

MOTION: 2024-137 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE TO approve the purchase of materials for 6 benches and 2 garbage boxes for Long Pond Trail Phase 2 to the lowest compliant bidder Hickey's Timber Mart, for a total cost of \$2,373.41 + HST.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.4 Release of Tender TP20240903 – Snow and Ice Control 2024-2025

MOTION: 2024-138 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE THAT in accordance with the revised tender document and specifications approval is hereby given to proceed with a public tender call for the Town of Bay Bulls Snow and Ice Control Services 2024-2025.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.5 Bay Bulls Regional Lifestyle Centre Inc. Grant Payment for Quarter 3, 2024

MOTION: 2024-139 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE TO approve the release of payment #3 of the Operational Grant for the Bay Bulls Regional Lifestyle Centre Inc. in the amount of \$15,000.00

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.6 Resolution to Submit a Capital Investment Plan for Hiking Trail Extension.

MOTION: 2024-140 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

BE IT RESOLVED THAT the Town of Bay Bulls submit a Capital Investment Plan to the Gas Tax Secretariat to use Gas Tax funding in the amount of \$5,775. 36. (exclusive of HST) to finance the upgrading to the existing trail.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.7 Approve Release of RFQ20240808 – Paving Services for Patch Paving.

MOTION: 2024-141 Councillor Ethan Williams / Deputy Mayor Jason O'Brien
MOVE TO approve the release of RFQ20240808 – Paving Service for Patch Paving as revised.
The Motion was carried unanimously.

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

Against: 0

Abstained: 0

9.8 2024 MNL Conference, Trade Show, And AGM

MOTION: 2024-142 Deputy Mayor Jason O'Brien / Councillor Ethan Williams
MOVE THAT Mayor Keith O'Driscoll and Deputy Mayor Jason O'Brien attend the 2024 MNL Conference, Trade Show and AGM in Gander from November 7-9, 2024.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

10. Information Only

10.1 MAA Avalon Board Update

10.2 Permit Report for the Period Ending July 31, 2024

10.3 Tax Receivable Report for the Period Ending July 31, 2024

11. Correspondence Received

11.1 Circular - New Intake for Federal GICB Program

12. Correspondence Sent

12.1 Town of Bay Bulls Response to Application #2024-305

12.2 Town of Bay Bulls Response to Application #2024-427

12.3 Town of Bay Bulls Response to Application #2024-601

13. New Business

14. Adjournment

7:21 p.m. Mayor Keith O'Driscoll called for adjournment as there was no further business of the Council.

MOTION: 2024-143 Deputy Mayor Jason O'Brien / Councillor Ethan Williams

MOVE THAT the meeting be adjourned.

The Motion was carried unanimously

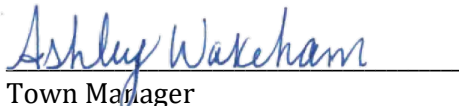
For Motion: 3 (Mayor K. O'Driscoll, Deputy Mayor J. O'Brien, Councillor E. Williams)

Against: 0

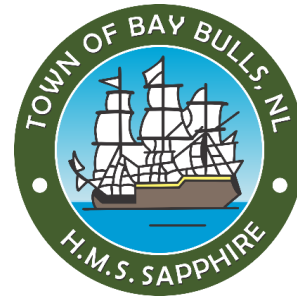
Abstained: 0



Mayor



Town Manager



September 12, 2024

Date