

# Town of Bay Bulls

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## Meeting Minutes

*Public Meeting*

November 13, 2024  
7:00 p.m.

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### **Council Members Present**

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

### **Staff Present**

Ashley Wakeham, Town Manager  
Jennifer Blanchard, Assistant Town Clerk

### **Regrets**

Mayor Keith O'Driscoll  
Councillor Jason Sullivan

## 1. Call to Order

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

## 2. Adoption of Agenda

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**MOTION: 2024-182** Councillor Ethan Williams / Councillor Corey Ronayne

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

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

## 3. Adoption of Minutes

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### **3.1 October 16, 2024, Public Meeting Minutes**

**MOTION: 2024-183** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO adopt the minutes of the Public Meeting of October 16, 2024, as presented.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

## 4. Business Arising

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### **4.1 Award Tender for Project #17-GI-23-00088 Northside Road Upgrades**

**MOTION: 2024-184** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO ratify the email vote of October 22, 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-GI-23-00088 – Northside Road Upgrades to the lowest compliant bidder Dexter Construction Company Limited for a total cost of \$1,555,685.00 + 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 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)

Against: 0

Abstained: 0

#### **4.2 Plan Review Budget Increase**

**MOTION: 2024-185** Councillor Corey Ronayne / Councillor Ethan Williams

MOVE TO ratify the email vote of October 30, 2024, moved by Councillor Corey Ronayne and seconded by Mayor Keith O'Driscoll that stated:

*MOVE THAT the Town of Bay Bulls approve the additional cost to complete the Municipal Plan Review by Plan-Tech Environment for a total cost of \$3,500.00 (HST Included).*

*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 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)

Against: 0

Abstained: 0

#### **4.3 Rescind Motion #2024-128**

**MOTION: 2024-186** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO rescind Resolution #2024-128 which 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 is \$41,800.00 (HST Included), with the Town of Bay Bulls being responsible for a total cost of \$22,642.33 (HST Included)

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

#### **4.4 Town of Bay Bulls Budget 2025 Public Survey**

## 5. Delegations & Proclamations

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## 6. Applications

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### 6.1 Application #2024-432

28 Dunn Drive

#### New Residential Development

**MOTION: 2024-187** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO provide approval-in-principal for Application #2024-432 to construct a New Residential Development located at 28 Dunn Drive, 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 unanimously.

For Motion: 3 (Deputy Mayor Jason O'Brien, Councillor E. Williams, Councillor C. Ronayne)

Against: 0

Abstained: 0

### 6.2 Application #2024-433

111 Island Cove Road

#### New Residential Development

**MOTION: 2024-188** Councillor Corey Ronayne / Councillor Ethan Williams

MOVE TO provide approval-in-principal for Application #2024-433 to construct a New Residential Development located at 111 Island Cove 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 Jason O'Brien, Councillor E. Williams, Councillor C. Ronayne)

Against: 0

Abstained: 0

## 7. Accounts Payable

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### 7.1 Accounts Payable Listing for the period ending October 31, 2024

**Total for Section A: \$23,502.46**

**Total for Section B: \$63,686.40 – Pre-authorized disbursements**

**Total Disbursements for the Month: \$87,188.86**

**MOTION: 2024-189** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO approve the release of all payables in Section A in the amount of \$23,502.46

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

**MOTION: 2024-190** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE TO approve all payables in Section B in the amount of \$63,686.40  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

## 8. Committee Reports

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- 8.1. **BBRLC Monthly Update, October 2024**
- 8.2. **BBRLC Financial Update, September 2024**
- 8.4. **BBBAA Financial Update, September 2024**

## 9. Action

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### 9.1 Approval to Submit Canada Summer Job Application

**MOTION: 2024-191** Councillor Corey Ronayne / Councillor Ethan Williams  
MOVE TO approve the submission of an application to Service Canada – Canada Summer Jobs Program 2025 for two (2) summer employment positions for Outside Maintenance.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

### 9.2 Resolution to Approve Loan Renewal Offer

**MOTION: 2024-192** Councillor Ethan Williams / Councillor Corey Ronayne  
BE IT RESOLVED that the Town of Bay Bulls enter into a renewed loan agreement with the Community Credit Union for a total remaining balance of \$139,491.73. The remaining balance will be amortized over 13 months at a locked in rate of 4.29%. The Town's per month payment will be \$11,000.57 for the duration of the loan period.  
The Motion was carried unanimously  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

### 9.3 Resolution to Remove Uncollectable Debt as per the Statute of Limitations

**MOTION: 2024-193** Councillor Corey Ronayne / Councillor Ethan Williams  
BE IT RESOLVED THAT the Town of Bay Bulls remove from its accounts receivable ledger a total of \$44,744.21 representing the uncollectable property tax debt that has expired under the Newfoundland and Labrador statute of limitations for debt collection.  
The Motion was carried unanimously.

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

#### **9.4 Eastern Regional Service Board 2025 Fees**

**MOTION: 2024-194** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE THAT the Town of Bay Bulls approve Eastern Regional Service Board's curbside waste, recycling and annual oversized items collection at a total cost of \$225.00 per unit to take effect January 1, 2025.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

#### **9.5 Award of RFQ20241010 – Catch Basin Cleaning Services**

**MOTION: 2024-195** Councillor Corey Ronayne / Councillor Ethan Williams  
MOVE TO award RFQ20241010 – Catch Basin Cleaning Services, to the lowest compliant bidder GFL Environmental Services, for a total cost of \$5,520.00 + HST.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

#### **9.6 Mobile Central High School Scholarship Fund**

**MOTION: 2024-196** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE TO provide a donation to the Mobile Central High School Scholarship Fund in the amount of \$250.00 to be disbursed as five awards in the amount of \$50.00 each.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

#### **9.7 Approve Bay Bulls Regional Lifestyles Centre Inc. Operations Grant Payment for Quarter 4**

**MOTION: 2024-197** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE TO approve the release of quarter 4 payment of the Operations Grant for the Bay Bulls Regional Lifestyle Centre Inc. in the amount of \$15,000.00.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

#### **9.8 Request to Install Visitor Signage**

**MOTION: 2024-198** Councillor Corey Ronayne / Councillor Ethan Williams  
MOVE THAT the Town of Bay Bulls install two (2) visitor signs advertising "Downtown Bay Bulls" to be placed at the intersections of Southside and St. John's Road and Route 10, pending approval from the Department of Digital Government and Service NL for the sign placement along Route 10.

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

### **9.9 Outdoor Community Food Sharing Pantry for Bay Bulls**

**MOTION: 2024-199** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE THAT the Town of Bay Bulls approve the purchase of building materials for an outdoor community food sharing pantry for a total cost of 1,039.22 + HST.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

### **9.10 Kidsmas & Tree Lighting Event 2024**

**MOTION: 2024-200** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE THAT the Town of Bay Bulls provide a monetary donation in the amount of \$550.00 for the 2024 Kidmas and Tree Lighting Events.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

### **9.11 Request for Support – The Knights of Columbus Christmas Hamper Program**

**MOTION: 2024-201** Councillor Ethan Williams / Councillor Corey Ronayne  
MOVE THAT the Town of Bay Bulls donate 50 vegetable hampers to the Knights of Columbus Christmas Hamper Program at a total cost of \$600.00 HST included.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

### **9.12 Resolution to Submit Application for MCW Projects 2025 -2026**

**MOTION: 2024-202** Councillor Corey Ronayne / Councillor Ethan Williams  
BE IT RESOLVED THAT the Town of Bay Bulls apply for cost-shared funding through the Municipal Capital Works Call for Applications with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure, in the amount of \$790,593.10, for the purpose of Lower Path Road Upgrades. The Town of Bay Bulls agrees to provide its share of the cost-shared funding, totaling \$358,469.00, for this project. Should the project be selected for funding, the Town acknowledges that project costs above the approved project total cost will be the sole responsibility of the Town.  
The Motion was carried unanimously.  
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)  
Against: 0  
Abstained: 0

**MOTION: 2024-203** Councillor Corey Ronayne / Councillor Ethan Williams  
BE IT RESOLVED THAT the Town of Bay Bulls apply for cost-shared funding through the Municipal Capital

Works Call for Applications with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure, in the amount of \$610,489.67, for the purpose of an Outdoor Community Rink – Phase 1. The Town of Bay Bulls agrees to provide its share of the cost-shared funding, totaling \$221,445.31, for this project. Should the project be selected for funding, the Town acknowledges that project costs above the approved project total cost will be the sole responsibility of the Town.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

### **9.13 Resolution to Call Special Public Meeting for the Adoption of the 2025 Municipal Operating Budget**

**MOTION: 2024-204** Councillor Ethan Williams / Councillor Corey Ronayne

BE IT RESOLVED THAT the Town of Bay Bulls call a special public meeting for the adoption of the 2025 Municipal Operating Budget. The special public meeting shall be held in the Council Chambers on Thursday, November 28, 2024 beginning at 6:00 pm and is open to public attendance.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

### **9.14 RCMP & Mobile Central High School D.A.R.E Program**

**MOTION: 2024-205** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE TO provide a monetary donation to the Mobile Central High School D.A.R.E Program in the amount of \$200.00.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

### **9.15 Resolution to Apply for the MMSB Community Waste Diversion Fund**

**MOTION: 2024-206** Councillor Corey Ronayne / Councillor Ethan Williams

BE IT RESOLVED THAT the Town of Bay Bulls apply for cost-shared funding through the MMSB Community Waste Diversion Fund, in the amount of \$24,140.78, for the purpose of purchasing a woodchipper to help reduce organic yard and wood waste in landfills. The Town of Bay Bulls agrees to provide its estimated share of the cost shared funding, totaling \$8,037.96. Should the project be selected for funding, the Town acknowledges that project costs above the approved project total cost will be the sole responsibility of the Town.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

## **9.16 Resolution to Approve Amendment to Subdivision Agreement**

**MOTION: 2024-207** Councillor Ethan Williams / Councillor Corey Ronayne  
BE IT RESOLVED THAT the Town of Bay Bulls accept the amendment to the Subdivision Development Agreement to allow an additional 48-month completion period.

The Motion was carried unanimously.

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

Against: 0

Abstained: 0

## **10. Information Only**

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**10.1 Purchase Agreement – Cemetery Lane West**

**10.2 MMSB Waste Diversion Fund Announcement**

**10.3 Tax Receivable Report for the Period Ending October 31, 2024**

**10.4 Permit Report for the Period Ending October 31, 2024**

## **11. Correspondence Received**

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**11.1 Municipal Assessment Agency Avalon Board Update**

**11.2 Department of Transportation and Infrastructure Approval to Award Contract – Northside Road 17-GI-23-00088**

**11.3 Department of Municipal and Provincial Affairs Circular – General Election 2025 Deferral Order**

**11.4 Department of Transportation and Infrastructure Circular – Call for Applications 2025-26 Municipal Capital Works**

## **12. Correspondence Sent**

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**12.1 Town of Bay Bulls Response to Application #2024-100**

**12.2 Town of Bay Bulls Response to Application #2024-311**

**12.3 Town of Bay Bulls Response to Application #2024-312**

**12.4 Town of Bay Bulls Response to Application #2024-310**



12.5 Town of Bay Bulls Response to Application #2024-431

12.6 Canada Community Building Fund Agreement 2024-2034

## 13. New Business

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## 14. Adjournment

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7:45 p.m. Deputy Mayor Jason O'Brien called for adjournment as there was no further business of the Council.

**MOTION: 2024-208** Councillor Ethan Williams / Councillor Corey Ronayne

MOVE THAT the meeting be adjourned.

The Motion was carried unanimously

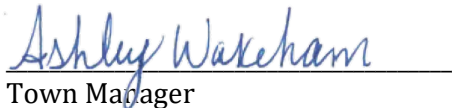
For Motion: 3 (Deputy Mayor J. O'Brien, Councillor E. Williams, Councillor C. Ronayne)

Against: 0

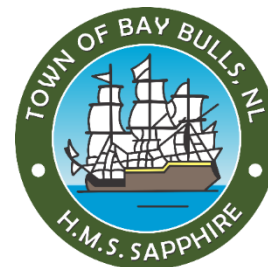
Abstained: 0



Mayor



Town Manager



December 13, 2024

Date