

Town of Bay Bulls

Meeting Minutes

For the Public Meeting of February 11, 2019

Held in Council Chambers at 8:00 p.m.

Members Present

Mayor Harold Mullooney
Deputy Mayor Wendy O'Driscoll
Councillor Patrick Coady
Councillor Eric Maloney
Councillor Joan Luby
Councillor Evelyn Tucker

Staff Present

Sandra Cahill, Town Clerk
Ashley Wakeham, Assistant Town Clerk

Regrets

Call to Order

Mayor Harold Mullooney assumed the Chair and called the meeting to order at 8:04 p.m.

Adoption of Agenda

MOTION: 2019-9576 Deputy Mayor O'Driscoll / Councillor Coady
MOVE THAT the agenda of February 11, 2019 Public Meeting be adopted as presented.
Questions called. Motion carried. Unanimously
For Motion: 6 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)
Against: 0

Mayor Mullooney called for new business additions:

Cleaning EOI/RFP
Fencing along Pennecon Northside Rd Site

Adoption of Minutes

January 14, 2019 Minutes

MOTION: 2019-9577 Deputy Mayor O'Driscoll/ Councillor Coady
MOVE THAT the minutes of January 14, 2019 be adopted with corrections on Page 6 to reflect correct

motion made.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Delegation

Targa NL – Presentation for Targa NL to run in Bay Bulls on Sept 15 2019

Applications

8:25 p.m. Councillor Coady declared Conflict of Interest on application #2019-429 and left the Chambers; Councillor Coady resides in the area listed on the application.

New Residential Development

Application # 2019-429

Single Family Home

MOTION: 2019-9578 Councillor Maloney/ Deputy Mayor O'Driscoll

MOVE THAT Application #2019-429 be approved in principle with the following conditions:

- The applicant must have a 6 m wide driveway
- The driveway must front on a public road
- The applicant must have clear title to the driveway access
- The driveway access must be shown on a new survey

Questions called. Motion carried.

For Motion: 5 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Luby, Tucker & Maloney)

Against: 0

8:29 p.m. Councillor Coady returned to the Chambers.

Crownland Application - Referral

Application # 2019-516

Permission to Construct a Road

MOTION: 2019-9579 Councillor Tucker / Councillor Luby

MOVE THAT Application #2019-516 be deferred for more information, in regards to Natural Asset Management.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Luby, Coady, Tucker & Maloney)

Against: 0

Accounts Payable

8:32 p.m. Mayor Mullooney & Councillor Luby declared conflict of interest on **Chq. No. 1842**, and left the Chambers. Both the Mayor and Councillor Luby have family land in the area of a proposed Walking Trail

System.

Deputy Mayor O'Driscoll assumed the Chair and called for a motion to release Cheq. No. 1842 in the amount of \$8,142.00

MOTION: 2019-9580 Councillor Tucker/Councillor Maloney

MOVE THAT Cheq. No. 1842 in the amount of \$8,142.00 be released for consulting services related to Long Pond Walking Trail System.

Questions called. Motion carried.

For Motion: 4 (Deputy Mayor O'Driscoll, Councillors Tucker, Coady & Maloney)

Against: 0

8:32 p.m. Mayor Mallowney & Councillor Luby returned to the chambers; Mayor Mallowney reassumed the Chair.

8:32 p.m. Deputy Mayor O'Driscoll & Councillor Luby declared conflict of interest on **Chq. No. 1849**, and left the Chambers. The Deputy Mayor has family land in the area and Councillor Luby resides in the area.

MOTION: 2019-9581 Councillor Tucker/ Councillor Coady

MOVE THAT Cheq. No. 1849 be released in the amount of \$2,933.08 for services rendered to execute a remove order.

Questions called. Motion carried.

For Motion: 4 (Mayor Mallowney, Councillors Tucker, Coady & Maloney)

Against: 0

8:33 p.m. Deputy Mayor O'Driscoll & Councillor Luby returned to the Chambers.

MOTION: 2019-9582 Councillor Luby/ Councillor Maloney

MOVE THAT all other payables in Section A totaling \$54,135.45 be released, with the exception of cheq. No's 1852, 1853, 1854 & 1855 (totaling \$29,644.44) – All invoices are to be re-checked and once approved cheques will be released immediately.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mallowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Total for Section A: \$65,210.53

Total for Section B: \$44,203.13

Total Disbursements for the Month: \$109,413.66

Correspondence & Action

Town of Bay Bulls to Purchase – Company Tablets

MOTION: 2019-9583 Deputy Mayor O'Driscoll/ Councillor Coady

MOVE THAT the town proceed with the cost proposal from the current provider Bell Mobility for the purchase of seven (7) iPad 6th generations with 132GB of storage.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)
Against: 0

Policy – Town Equipment Usage Policy #TBB-008-AD

Deferred until March to allow council more time to review

By-Election Options

The Town of Bay Bulls has ran a number of Nomination Day's with no candidates stepping forward

The options presented were as follows:

1. Permission from the Minister to defer the By-election not exceeding one (1) year
2. Set another By-election date
3. Council may seek out an individual and the Minister can appoint

MOTION: 2019-9584 Deputy Mayor O'Driscoll/ Councillor Luby

MOVE THAT The Town proceed with Option 1.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Demolition Work

8:37 p.m. Deputy Mayor O'Driscoll & Councillor Luby declared conflict of interest on **Action Item: "Demolition Work"**, and left the Chambers. The Deputy Mayor has family land in the area to which the work would be completed and Councillor Luby resides in the same area.

MOTION: 2019-9585 Councillor Tucker/ Councillor Coady

MOVE THAT the contract for the demolition be awarded to the lowest bidder for \$4,945.00 HST included plus a per ton removal fee of \$300/ton HST included.

Questions called. Motion carried.

For Motion: 4 (Mayor Mullooney, Councillors Tucker, Coady & Maloney)

Against: 0

8:37 p.m. Deputy Mayor O'Driscoll & Councillor Luby returned to the Chambers.

Irishtown Road Feasibility Study

MOTION: 2019-9586 Councillor Tucker/ Councillor Coady

MOVE THAT The Town not proceed any further with this study as the outcome is already known based on what has been completed.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullooney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Job Description – New Hire Town Clerk/Manager

8:39 p.m. Deputy Mayor asked council to decide her proposed conflict of interest on **Action Item: "Job Description – Town Clerk/Manager"**; the current Town Clerk is the Deputy Mayor's mother-in-law.

MOTION: 2019-9587 Councillor Tucker/ Councillor Coady

MOVE THAT Deputy Mayor O'Driscoll is not in conflict.

Questions called. Motion carried.

For Motion: 5 (Mayor Muldowney, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

MOTION: 2019-9588 Councillor Luby/ Councillor Coady

MOVE THAT Council accept the job description as presented.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Muldowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Proposal – Recruitment Services – Hiring New Town Clerk/Manager

MOTION: 2019-9589 Councillor Tucker/ Councillor Maloney

MOVE THAT Council accept the bid for recruitment services at \$4,250.00 + HST and additional \$0.49/per KM for travel related to these services.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Muldowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Update to 2019 Tax Structure

The Town of Bay Bulls has included in its tax structure under Commercial Property Tax a minimum charge of \$365.00/annually.

MOTION: 2019-9590 Deputy Mayor O'Driscoll/ Councillor Coady

BE IT RESOLVED THAT The Town of Bay Bulls accept the amended Tax Structure as presented.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Muldowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Memorandum of Understanding between the Town of Bay Bulls & the East Coast Trail Association

MOTION: 2019-9591 Councillor Luby/ Deputy Mayor O'Driscoll

MOVE THAT The Town of Bay Bulls accept the presented MOU from the East Coast Trail Association.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Muldowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Additional 60 tons of Road Salt – Awarded Price

MOTION: 2019-9592 Councillor Tucker/ Deputy Mayor O'Driscoll

MOVE THAT The Town of Bay Bulls accept the lowest bid price of \$118.17 (HST Incl) per ton.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Muldowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Additional 200 tons of Road Sand – Awarded Price

MOTION: 2019-9593 Councillor Luby/ Councillor Coady

MOVE THAT The Town of Bay Bulls accept the lowest bid price of \$4197.50 (HST Incl)

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullaney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Approve Standing Offer List as presented from bids received for Equipment & Fill for 2019

MOTION: 2019-9594 Deputy Mayor O'Driscoll / Councillor Luby

MOVE THAT The Town of Bay Bulls accept the list as presented

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullaney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Information Only

Action report – January

Consultant vs full time staff comparison sheet

Council responsibilities and reasons for the permit process– memo

Mobile Central High Outreach Dinner

General Business

Community Food Sharing Association – Monetary Donation

The Town of Bay Bulls is holding a Food Drive until Feb 15. This initiative has garnered great success. Under the Town's donation program/policy # TBB-001-AD, giving an additional monetary donation to the Food Sharing Association does not qualify. The Town recognizes that the food drive being held is sufficient and will support the CFSA in this capacity.

Town of Bay Bulls to purchase a pick-up truck to replace the current old pick-up no longer in working condition

MOTION: 2019-9595 Councillor Tucker/ Deputy Mayor O'Driscoll

MOVE THAT Council release the RFP with specifications listed.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullaney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Public Works Committee

The Public Works Committee will now begin to do site visits for all new development applications; and will bring back recommendations to the Council.

Excavation Permits

Deferred until March

Service Agreement – Heat Pump in Municipal bldg..

MOTION: 2019-9596 Councillor Tucker/ Deputy Mayor O’Driscoll

MOVE THAT Council accept option 1 for an annual amount of \$455.00 for servicing.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O’Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Targa NL - Bay Bulls & Witless Bay Sept. 2019

MOTION: 2019-9597 Deputy Mayor O’Driscoll / Councillor Coady

MOVE THAT Council approve Targa NL to hold its annual race in Bay Bulls on Sept 15th 2019.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O’Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Directional Signs

Councillor Coady addressed concerns raised by residents of Long Pond Path and Cabot Drive. Residents are concerned about response times for emergency vehicles given the lack of direction from the main road to this area. Council will arrange a meeting with the Witless Bay VFD fire chief to discuss options and best way to address this issue.

Winter’s Path – Dunn Dr Area Woodland Path Currently Blocked

Councillor Coady advised Council that this path is a well-used path for many people in the area for a variety of reasons.

MOTION: 2019-9598 Deputy Mayor O’Driscoll / Councillor Luby

MOVE THAT Council discuss this path with crownlands and have them assess the area first.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O’Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Local Business Spotlight Section

Local businesses wanting to have a spotlight section on the Town’s website and Facebook page can contact the office.

Notice of Motion: C-Can Containers

8:59 p.m. Councillor Tucker declared conflict of interest on “Notice of Motion: C-Can Containers”, and left the Chambers. Councillor Tucker has one of the above mentioned containers on her property.

8:59 p.m. Councillor Luby asked Council to decide her proposed conflict of Interest on this matter; Councillor Luby has family members with containers on their property.

MOTION: 2019-9599 Councillor Maloney/ Councillor Coady

MOVE THAT Councillor Luby is not in conflict.

Questions called. Motion carried.

For Motion: 4 (Mayor Mullowney, Deputy Mayor O'Driscoll, Coady & Maloney)

Against: 0

Notice of Motion:

Council will review the current regulations on C-Can containers – Office to gather information from other municipalities to present in March's meeting.

9:03 p.m. Councillor Tucker returned to the chambers.

Town Road Name Change

Council decided to ask St. Bernard's Elementary School children to submit name suggestions for the road located off Sheldon Drive, council will select a name out of the suggestions.

Additional Computer for 3rd employee

The Town is in the process of hiring a Town Clerk/Manager, additional resources are needed for this employee

MOTION: 2019-9600 Councillor Tucker/ Councillor Coady

MOVE THAT Council purchase the third computer and related software.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Canada Post – Hours of Operation

MOTION: 2019-9601 Councillor Luby/ Councillor Coady

MOVE THAT Council send a letter to Canada Post requesting weekend counter service be re-instated in this area.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Town Clerk Annual Leave Request

9:08 p.m. Deputy Mayor O'Driscoll declared conflict of interest on "Town Clerk Annual Leave Request", and left the Chambers. Deputy Mayor O'Driscoll is the daughter-in-law of the Town Clerk.

MOTION: 2019-9602 Councillor Coady/ Councillor Maloney

MOVE THAT the town clerk's annual leave be approved as presented

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

9:08 p.m. Deputy Mayor O'Driscoll returned to the chambers.

Assistant Town Clerk's Annual Leave – 3 Weeks (Aug 12-30)

MOTION: 2019-9603 Councillor Coady/ Councillor Maloney

MOVE THAT the assistant town clerk's annual leave be approved as presented

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

New Business

EOI/RFP – Cleaning Services for the Municipal Bldg.

MOTION: 2019-9604 Councillor Luby/ Deputy Mayor O'Driscoll

MOVE THAT the office prepare and release the EOI/RFP

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Pennecon Fence on Northside Rd

MOTION: 2019-9605 Councillor Luby/ Deputy Mayor O'Driscoll

MOVE THAT Council send a letter requesting that Pennecon erect some privacy screening to soften the industrial look of the area.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Coady & Maloney)

Against: 0

Adjournment

9:10 p.m. Mayor Mullowney called for adjournment as there was no further business of the Council.

MOTION: 2019-9606 Deputy Mayor O'Driscoll / Councillor Coady

MOVE THAT the meeting be adjourned.

Questions called. Motion carried. Unanimously

For Motion: 6 (Mayor Mullowney, Deputy Mayor O'Driscoll, Councillors Tucker, Luby, Maloney & Coady)

Against: 0



Mayor

Clerk

DRAFT