

**Town of Bay Roberts  
Minutes of Regular Council Meeting  
Tuesday, March 27, 2012**

Fifty Second Meeting of the Sixteenth Town Council  
Town Hall, 321 Water Street, Bay Roberts, NL

In Attendance:

Council	Mayor Philip Wood Councillor Clarence G. Mercer Councillor Gerald Greenland Councillor Wade Oates Councillor Walter Yetman
Staff	Nigel Black, Chief Administrative Officer Shirley Hawe, Town Clerk Ron Delaney, Director of Economic Development & Tourism Ian Flynn, Recreation Director
Absent	Deputy Mayor Bill Seymour Councillor Melvin Walsh

<b>1.0 Call to Order</b>
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1.1 Mayor Wood called the meeting to order at 7:00 p.m.

<b>2.0 Agenda / Minutes</b>
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**2.1 Approval of Agenda**

**Motion 2012 – 130 – Mercer/Oates**

Resolved, that regular meeting agenda for March 27, 2012 be accepted as presented.  
Carried unanimously

**2.2 Approval of Minutes**

**Motion 2012 – 131 – Oates/Greenland**

Resolved, that regular meeting minutes for March 13, 2012 be adopted as presented.  
Carried unanimously

### **3.0 New Business / Staff Reports**

#### **3.1 Commercial Occupancy Application – 82 Green’s Road**

##### **Motion 2012 – 132 – Yetman/Mercer**

Resolved, that approval is given applicant, as per submitted application, to open and operate a hair and esthetics salon business, Power Styles & Customized Nail Design, at 82 Green’s Road, subject to the Town’s Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Carried unanimously

#### **3.2 Commercial Occupancy Application – 79 Central Street**

##### **Motion 2012 – 133 – Yetman/Mercer**

Resolved, that approval is given applicant, as per submitted application, to open and operate a photography studio business, Tammy Sparkes Photography, at 79 Central Street, subject to the Town’s Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Carried unanimously

#### **3.3 Row Housing Development Application – 18-20 Sawdust Road**

##### **Motion 2012 – 134 – Yetman/Mercer**

Resolved, that approval is given applicant, as per submitted application, to construct a five-unit apartment/row house facility, at 18-20 Sawdust Road, subject to receipt of Government Services approvals and further subject to the Town’s Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Carried unanimously

#### **3.4 Commercial Building Application – 14-18 Conception Bay Highway**

##### **Motion 2012 – 135 – Yetman/Mercer**

Resolved, that approval is given applicant for phase 1 of proposed development, as per submitted application, to construct a self-serve car wash at 14-18 Conception Bay Highway, subject to receipt of Government Services approvals and further subject to the Town’s Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Carried unanimously

## **3.0 New Business / Staff Reports**

### **3.5 Row Housing Development Application – 124-128 Country Road**

#### **Motion 2012 – 136 – Yetman/Mercer**

Resolved, that approval is given applicant, as per submitted application, to construct a four-unit apartment/row house facility, at 124-128 Country Road, subject to receipt of Government Services approvals and further subject to the Town's Municipal Development Regulations, other pertinent regulations and those required by all other regulatory departments.

Abstained: Councillor Greenland

Motion Carried

### **3.6 Residential Building Application – 150 Country Road**

#### **Motion 2012 – 137 – Yetman/Mercer**

Resolved, that application to build at 150 Country Road is referred to the Planning & Development Committee for further review.

Carried unanimously

### **3.7 Residential Building Application – 1 Roach Place**

#### **Motion 2012 – 138 – Yetman/Oates**

Resolved, that approval is given applicant, as per submitted application, to construct a dwelling at 1 Roach Place, subject to the Town's Municipal Development Regulations and those required by all other regulatory departments.

Carried unanimously

### **3.8 Residential Building Application – 170-178 Central Street (House 1)**

#### **Motion 2012 – 139 – Yetman/Greenland**

Resolved, that approval is given applicant, as per submitted application, to construct a dwelling (house #1) at 170-178 Central Street, subject to the Town's Municipal Development Regulations and those required by all other regulatory departments.

Carried unanimously

### **3.9 Residential Building Application – 170-178 Central Street (House 2)**

#### **Motion 2012 – 140 – Yetman/Oates**

Resolved, that approval is given applicant, as per submitted application, to construct a dwelling (house #2) at 170-178 Central Street, subject to the Town's Municipal Development Regulations and those required by all other regulatory departments.

Carried unanimously

### **3.0 New Business / Staff Reports**

#### **3.10 Row Housing Development Application – 73 Shearstown Road**

##### **Motion 2012 – 141 – Yetman/Greenland**

Resolved, that applicant must publish the intention to construct four separate four-unit row houses at 73 Shearstown Road and further, that the application be referred to the Planning and Development Committee for review.

Carried unanimously

#### **3.11 Commercial Occupancy Application – 13 Track Road**

##### **Motion 2012 – 142 – Yetman/Greenland**

Resolved, that applicant must publish the intention to open and operate a home-based children's birthday party rental space business, Twinklets Parties & Party Rental, at 13 Track Road and further, that the application be referred to the Planning and Development Committee for review.

Carried unanimously

#### **3.12 Logo Usage Policy**

Director Delaney tabled a recommendation to create a Logo Usage Policy based on the Graphic Standards Manual, as well as the quality and type of product being produced. The policy is to include a general licence for each individual or businesses who wish to use the logo and with a fee or percentage agreement included.

#### **3.13 Clubhouse/Community Center**

Director Flynn tabled a recommendation to proceed with development and design for the clubhouse and to seek further funding opportunities.

#### **3.14 Shoreline Heritage Walk Trail Evaluation**

Director Delaney tabled a recommendation to support the results of the Destination Trail Assessment of the Bay Roberts Shoreline Walk by representatives of Atlantic Canada Trails Association, as a guideline for further maintenance and upgrading of the trail by the Tourism Department and further, as support of funding opportunities for the trail.

### **4.0 Correspondence for Action**

#### **4.1 Land Acquisition – Can-Am Platforms & Construction**

##### **Motion 2012 – 143 – Greenland/Mercer**

Resolved, that Can-Am Platforms & Construction be advised the land in question is not considered Crown Land and therefore, Council permission to proceed with acquisition is not required or deemed to be appropriate and further, that future usage will require submission of a development application at that time.

Carried unanimously

#### **4.0 Correspondence for Action**

##### **4.2 Upgrades – Bareneed Road Bridge**

###### **Motion 2012 – 144 – Mercer/Oates**

Resolved that the Department of Transportation and Works be given a copy of the tabled correspondence and requested to assess the condition of the Bareneed Road Bridge and provide an update regarding same.

Carried unanimously

##### **4.3 Flood Expenses – 6 Mission Lane**

###### **Motion 2012 – 145 – Greenland/Yetman**

Resolved, that correspondence seeking compensation for expenses incurred due to water flooding at 6 Mission Lane is referred to the Public Works Committee for review.

Carried unanimously

##### **4.4 Mock Council Meeting – Avalon North Army Cadets**

It was decided that the Avalon North Army Cadets will be offered a choice to observe a regular meeting or to take part in a mock meeting.

##### **4.5 Call for Nominations – Seniors of Distinction Awards**

###### **Motion 2012 – 146 – Greenland/Oates**

Resolved, that correspondence regarding 2012 Seniors of Distinction Awards is placed on file.

Carried unanimously

#### **5.0 Correspondence for Information**

##### **5.1 Member’s Statement – Glenn Littlejohn, M.H.A.**

###### **Motion 2012 – 147 – Mercer/Yetman**

Resolved, that MHA Littlejohn’s statement regarding the town’s 60 years as an incorporated municipality is placed on file.

Carried unanimously

##### **5.2 Search & Rescue Sub Centre – Government Response**

###### **Motion 2012 – 148 – Mercer/Oates**

Resolved, that Minister O’Brien’s response to our correspondence requesting improved search and rescue response times in NL is placed on file.

Carried unanimously

<b>5.0 Correspondence for Information</b>
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**5.3 Youth Bowling Canada – Invitation to attend Opening Ceremonies**

**Motion 2012 – 149 – Mercer/Yetman**

Resolved, that Mayor Wood will submit greetings on behalf of Council, in the Youth Bowling Canada hosting program book and correspondence is placed on file.  
Carried unanimously

**5.4 NL Organization of Women Entrepreneurs - Invitation**

**Motion 2012 – 150 – Yetman/Mercer**

Resolved, that NLOWE correspondence is placed on file.  
Carried unanimously

**5.5 Maritime Lumber Bureau – WoodFirst Resolution**

**Motion 2012 – 151 – Oates/Greenland**

Resolved, that MLB correspondence is placed on file.  
Carried unanimously

**5.6 Municipal Assessment Agency – Newsletter**

**Motion 2012 – 152 – Mercer/Greenland**

Resolved, that MAA newsletter is placed on file.  
Carried unanimously

**5.7 Spaniard’s Bay Fire Department – Incident Response**

**Motion 2012 – 153 – Mercer/Greenland**

Resolved, that Mayor Wood will provide clarification on the two incident responses made by our Fire Department in an area normally covered by Spaniard’s Bay.  
Carried unanimously

**5.8 Stewardship Association of Municipalities – Annual General Meeting & Survey**

**Motion 2012 – 154 – Oates/Mercer**

Resolved, that Deputy Mayor Seymour, if able, will attend the SAM AGM and also complete the survey.  
Carried unanimously

**5.9 Canada Post – Saturday Hours**

**Motion 2012 – 155 – Mercer/Yetman**

Resolved, that Canada Post correspondence is placed on file.  
Carried unanimously

## **6.0 New Business / Committee Reports**

### **6.1 Executive / Finance – Non-Union Salaries**

#### **Motion 2012 – 156 – Mercer/Greenland**

Resolved, that approval is given to extend the same wage increases and medical premiums offered to unionized employees to the permanent non-unionized employees for the period of 2012 to 2015.

Carried unanimously

### **6.2 Fire Protection Services – Port de Grave/Bareneed**

Mayor Wood provided a breakdown of fire protection fees paid to date for areas serviced outside the town boundaries by the Bay Roberts Fire Department. Only 26% of residences have paid & only 50% of boats have paid for 2012 which is a concern as continuation of this service is based on a much higher collection rate.

### **6.3 Economic Development – Development of Bay Roberts Business Park**

#### **Motion 2012 – 157 – Yetman/Mercer**

Resolved, that approval is given to accept proposals to purchase and develop up to 58 acres of property in the vicinity of the Bay Roberts Access Road and the Veterans Memorial Highway for the purpose of developing a Business Park.

Carried unanimously

### **6.4 Public Works – 2011 Capital Works Program, Project No. 11213**

#### **Motion 2012 – 158 – Greenland/Oates**

Resolved, that Council accepts funding for the 2011 Capital Works Program, Project No. 11213 – Water System Upgrades-Conception Bay Access Road based on a cost sharing arrangement of 80/20 Provincial/Municipal ratio as outlined in Minister O'Brien's correspondence 2012/02058 dated March 20, 2012, and that the Town of Bay Roberts is willing and able to meet its share of the costs and further that the Mayor and Town Clerk are authorized to enter into this Agreement on behalf of Council.

Carried unanimously

### **6.5 Recreation – Request to Purchase Town Land at Adler Place**

#### **Motion 2012 – 159 – Oates/Greenland**

Resolved, that the request by a private developer to purchase 20ft of town land at Adler Place be denied, as the area currently has limited parking and long-term plans for the land has not been established.

Carried unanimously

### **6.6 Green Committee**

Councillor Yetman requested the Public Works Committee give further consideration to curbside recycling.

<b>7.0    Adjournment</b>
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**7.1    Motion to Adjourn**

**Motion 2012 – 160 – Greenland/Mercer**

Resolved, that Council now adjourned the regular meeting at 8:35 p.m.

Carried unanimously

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Philip Wood, Mayor

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Shirley Hawe, Town Clerk