

**Town of Bay Roberts  
Minutes of Regular Council Meeting  
Tuesday, July 19th, 2022**

Fifteenth Meeting of the Nineteenth Town Council  
Town Hall, 321 Water Street, Bay Roberts, NL

**PRESENT:**

Mayor Walter Yetman  
Councillor Frank Deering  
Councillor Ross Petten  
Councillor Dean Franey  
Councillor Perry Bowering  
Councillor Silas Badcock

Nigel Black, CAO  
Sean Elms, Director of Public Works

CALL MEETING TO ORDER

Mayor Yetman called the meeting to order at 7:00 p.m.

AGENDA / MINUTES

**Agenda**

**Motion 2022 – 250**

**Deering/Franey**

Resolved, that regular meeting agenda for July 19th, 2022 is accepted as presented.

Carried unanimously

**Approval of Minutes**

**Motion 2022 – 251**

**Deering/Badcock**

Resolved, that regular meeting minutes for June 14, 2022 be adopted as presented.

Carried unanimously

NEW BUSINESS

**Accounts Payable – June 2022**

**Motion 2022 – 252                      Petten/Franey**

Resolved, that Council approved the Accounts Payable listing for June 2022 as presented.

Carried unanimously

**Request – Tender Sale of Retired Utility #6 & (2) Portable Pumps**

**Motion 2022 – 253                      Franey/Badcock**

Resolved, that Council requested Director Parsons to publish a Public Tender on our website and social media for the sale of the following three items separately and Bidding to remain open for a period of fourteen days.

BRFD – 2022 – 004-2007 Ford F 150

BRFD – 2022 – 005-CET Three Cylinder Portable Pump

BRFD – 2022 - 006-CET Twin Cylinder Portable Pump

Direction to Director to check with the Public Works Department prior to tendering to see if pump units might be suitable for Public Works Department use.

Carried unanimously

**Commercial Vehicle Parking Permit- Butlerville – Three Locations**

**Motion 2022 – 254                      Franey/Badcock**

Resolved, that Council approve the parking of the vehicle at these locations; 31 Butlerville Road, 54 Butlerville Road and 56A Butlerville Road given the following conditions:

- The Vehicle is to follow all regulations under Section 13 Commercial Vehicles found in the Towns Traffic Regulation (Section 13 to be attached to the permit)
- The Vehicle is not to have any odors coming from it.
- Any breaches of these conditions will result in permit being revoked.

Carried unanimously

**New Commercial Occupancy – 202 Conception Bay Highway**

**Motion 2022 – 255                      Deering/Franey**

Resolved, that Council gave an *Approval in Principle* for the New Commercial Occupancy for 202 Conception Bay Highway, to meet any Service NL requirements for the business along with the completion of a Fire and Life Safety Inspection and further subject to the Town's Municipal Development Regulations.

Carried unanimously

**Residential Accessory Building (Variance Request) – 39 Cleary’s Road**

**Motion 2022 – 256                      Franey/Badcock**

Resolved, that Council requests the property owner to publish the needed variance in the Shoreline Newspaper and the Town’s Website for a period of ten days in which the fee will be paid by the applicant of 39 Cleary’s Road. Following the input period, any information received will come back to Council for a final decision on the variance request.

Carried unanimously

**Order - 8-18 Bishop’s Road – Ratify**

**Motion 2022 – 257                      Franey/Petten**

Resolved, that Council ratified the current Order issued to the business owner of 8-18 Bishop’s Road and asked the Planning Committee to work with all parties to find a solution.

Opposed by: Councillor Badcock

Accepted by: Mayor Yetman, Deputy Mayor Seymour, Councillor Bowering, Councillor Franey, Councillor Petten, Councillor Deering

Motion Carried

**Development Application Registry**

**Motion 2022 – 258                      Deering/Petten**

Resolved, that Council approved the Development Registry for January – June 2022 as presented to Council.

Carried unanimously

**2021 Financial Statements and Auditors Report**

**Motion 2022 – 259                      Petten/Franey**

Resolved, that Council adopted the 2021 Financial Statements and Auditors Report as presented to Council.

Carried unanimously

**2021 Gas Tax Annual Expenditure Report**

**Motion 2022 – 260                      Deering/Badcock**

Resolved, that Council adopted the 2021 Gas Tax Annual Expenditure Report as presented to Council.

Carried unanimously

**2022 Auditor – Byron Smith Chartered Accountants**

**Motion 2022 – 261                      Deering/Franey**

Resolved, that Council appointed Byron Smith Chartered Accountants as the auditor for 2022.  
Carried unanimously

**Executive/Finance Committee Report**

**Seniors Discount (Mortgages)**

**Motion 2022 – 262                      Franey/Deering**

Resolved, that Council Deny the request for past years senior discounts on taxes and that the property owners be advised of the reason for denial.

Opposed by: Councillor Bowering and Councillor Badcock

Accepted by: Mayor Yetman, Deputy Mayor Seymour, Councillor Petten, Councillor Franey,  
                    Councillor Deering

Motion Carried

**CORRESPONDENCE FOR ACTION**

**12 Peppers Road – Sewer Concern**

**Motion 2022 – 263                      Bowering/Deering**

Resolved, that Council referred the sewer concern from the property owner of 12 Pepper’s Road to the Public Works Committee of Council for review and recommendation to Council.

Carried unanimously

**Playground Road Extension – Water Issue**

**Motion 2022 – 264                      Bowering/Deering**

Resolved, that the correspondence received from the property owners on Playground Road Extension concerning a water issue on that roadway is referred to the Public Works Committee of Council for further review and recommendation to Council.

Carried unanimously

**Vehicle Damage – Manhole Cover – Conception Bay Highway June 15, 2022**

**Motion 2022 – 265                      Franey/Petten**

Resolved, that Council deny the vehicle damage reimbursement request.

Opposed by: Councillor Bowering, Councillor Badcock

Accepted by: Mayor Yetman, Deputy Mayor Seymour, Councillor Petten, Councillor Franey,  
Councillor Deering

Motion Carried

**16 Mission Lane – Water Issue**

**Motion 2022 – 266                      Bowering/Badcock**

Resolved, the correspondence regarding the water issue for 16 Mission Lane is referred to the Public Works Committee of Council for review and recommendation.

Carried unanimously

**209 Water Street Property Owners Concern – Business Property Across the Street**

**Motion 2022 – 267                      Franey/Badcock**

Resolved, that Council referred the correspondence regarding the concerns that residents of Water Street have with the Business owner of 188-192 Water Street to the Director of Protective Services and the CAO for investigation, discussion with the property/business owner and a recommendation back to Council.

Carried unanimously

**NL Foster Families Association – Fundraising Endeavor**

**Motion 2022 – 268                      Franey/Deering**

Resolved, that Council denied the donation request from the NL Foster Families Association as the request does not meet the Town's Donation Policy.

Carried unanimously

**Cross Walks Request – Conception Bay Highway (West)**

**Motion 2022 – 269                      Badcock/Petten**

Resolved, that Council referred the request for Cross Walks on the western portion of the Conception Bay Highway to the Planning and Development Committee of Council for review.

Carried Unanimously

**Water Conservation Order – Implementation**

**Motion 2022 – 270                      Deering/Franey**

Resolved, that Council implement a Water Conservation Order based on the draft supplied by the Chief Administrative Officer.

Carried Unanimously

**Sewage Overflow – Northside Sheartown**

**Motion 2022 – 271                      Petten/Badcock**

Resolved, that the issue raised regarding the overflow of sewage on the northside of Shearstown near the intersection of Goose Pond Hill be referred to the Director of Public Works for investigation and necessary action.

Carried unanimously

**Fire Ban Policy**

**Motion 2022 – 272                      Franey/Bowering**

Resolved, that Council direct the Director of Protective Services and the Emergency Services Committee to establish a policy that will introduce a Fire Ban when the Forest Fire Index is Very High or Extreme.

Carried unanimously

**CORRESPONDENCE FOR INFORMATION**

**MAA – Update from Board of Directors**

**Motion 2022 – 273                      Badcock/Petten**

Resolved, that correspondence received from the Municipal Assessment Agency regarding an update from the Board of Directors is moved to file.

Carried unanimously

**Government of NL – Tourism, Culture, Arts & Recreation**

**Motion 2022 – 274                      Bowering/Deering**

Resolved, that Council moved to file the correspondence received by the Government for the \$5000 operating grant for the VIC to file.

Carried unanimously

RESOLUTIONS FROM THE PRIVILEGED MEETING

**Ratify Motions of the Privileged Meeting held on June 20, 2022**

**Motion 2022 – 275                      Franey/Petten**

Resolved, that the following Motions made at the Privileged Meeting held on June 20, 2022 are adopted:

- Motion 2022 – 247      Agenda
- Motion 2022 – 248      Hiring Policy Amendment
- Motion 2022 – 249      Adjournment

Carried unanimously

COUNCILLOR CONCERNS/NOTICE OF MOTION

**Dirt Bike Use on Barracks Road – Complaint**

Direction to forward the concern to the RCMP for information and action.

**Dust Complaint – Business on LT Stick Drive**

Direction to refer the matter to the Director of Protective Services to follow up with the property owner to see if he would be willing/able to do any dust abatement measures on the property to address the concern of dust.

ADJOURNMENT

**Adjourn**

**Motion 2022 – 276                      Franey/Deering**

Resolved, that Council now adjourns the regular meeting at 8:48 PM.

Carried unanimously

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Walter Yetman, Mayor

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Nigel Black, CAO/Acting Town Clerk