

**Town of Bay Roberts
Minutes of Regular Council Meeting
Tuesday, September 9th, 2025**

Seventy-Third Meeting of the Nineteenth Town Council
Clubhouse, Wilbur Sparkes Complex, Station Road, Bay Roberts, NL

PRESENT:

Mayor Geoff Seymour
Councillor Silas Badcock
Councillor Frank Deering
Councillor Perry Bowering
Councillor Dean Franey
Councillor Ross Petten

Dave Tibbo, CAO
Christine Bradbury, Town Clerk
Ron Delaney, Director of Tourism/Eco Dev.
Eddie Russell, Director of Recreation
Sean Elms, Director of PWTS
Greg Squires, Director of Protective Services
Shoreline News Representative

CALL MEETING TO ORDER

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

AGENDA / MINUTES

Adoption of Agenda

Motion 2025 – 1471 Petten/Bowering

Resolved, that regular meeting agenda for September 9th, 2025 is accepted as presented.

Carried Unanimously

Approval of Minutes

Motion 2025 – 1472 Deering/Badcock

Resolved, that regular meeting minutes for August 12th, 2025 be adopted as presented.

Carried Unanimously

COMMITTEE REPORT/OTHER MEETINGS/NEW BUSINESS

Closed Meeting – September 2nd, 2025

Motion 2025 - 1473 Petten/Franey

Resolved, that Council approved the Closed Meeting Minutes of September 2nd, 2025 as presented.

Carried Unanimously

Recommendations of Committee of the Whole Meeting – September 2nd, 2025

TCP Health Foundation – Telethon – Annual Donation

Motion 2025 – 1474 Badcock/Bowering

Be it resolved, that Council will make the annual donation of \$1500 to the Trinity Conception Placentia Health Foundation Telethon.

Carried Unanimously

Tax Write Off

Motion 2025 – 1475 Petten/Franey

Be it resolved, that approval be given for tax and other receivable adjustments as follows:

JO-VE001 - \$871.55 for 2018-2025 taxes and interest.

Carried Unanimously

Doubtful Accounts – Fire Protection

Motion 2025 – 1476 Franey/Deering

Be it resolved, that Council will write off arrears of fees and interest charges that in the opinion of the Town Council, are not longer collectable from prior years Fire Protection Fees.

AVALO013 - \$1545.00

TILLE001 - \$ 632.50

SPRAC001 - \$ 728.00

POTTL002 - \$1228.75

PETTE024 - \$1228.75

Carried Unanimously

Issues with Taxes – BOLAG001

Motion 2025 – 1477 Franey/Bowering

Be it resolved, that approval be given to tax account BOLAG001 to write off taxes owing for 2024-2025 tax years and interest in the amount of \$1982.71.

Carried Unanimously

Business Closure – AONRI001

Motion 2025 – 1478 Badcock/Franey

Be it resolved, that approval be given for a tax adjustment for account AONRI001 in the amount of \$248.24 until December 31, 2025.

Carried Unanimously

RFQ – Electrical Upgrades – Bay Arena

Motion 2025 – 1479 Petten/Franey

Be it so resolved, that the Town of Bay Roberts award the RFQ: Electrical Upgrades – Bay Arena to Russell Butler Electrical of Bay Roberts from funding approved through the Special Assistance Grant, Project #17-SAG-26-013 with a cost share arrangement between the Department of Municipal Affairs and Community Engagement 60% and Town of Bay Roberts 40% of total amount.

Carried Unanimously

Sale of Surplus Equipment

Motion 2025 – 1480 Deering/Bowering

Be it resolved, that Council accept the bids for the purchase of the 2022 International Garbage truck in the amount of \$170,000 plus HST and \$59,000 plus HST for the 2019 International Garbage truck. Council will also pay Govdeals fee of \$17, 175 resulting in a net payment to the Town in the amount of \$243,598.75 included for both garbage trucks. Council will also extend the time frame of 10 days to allow the bidder time to prepare the logistics of having the units removed from the yard.

Carried Unanimously

RFQ – Depot Roof

Motion 2025-1481 Petten/Badcock

Be it resolved, that Council accept the bids from Freedom Metal Roofing in the amount of \$47,539 plus HST for a total cost of \$54,669.85. Funds for this expenditure are being utilized through the Towns operating budget.

Carried Unanimously

Water Street Phase 1 – Klondyke Intersection

Motion 2025 – 1482 Deering/Franey

Be it resolved, that Council approve the additional work to eliminate a low point at the Klondyke Intersection for an estimated cost of \$14,975 related to the Water Street Phase 1 project.

Carried Unanimously

Committee of the Whole Minutes – September 2nd, 2025

Motion 2025 – 1483 Deering/Badcock

Resolved, that Council approve the Committee of the Whole Minutes of the meeting held on September 2nd, 2025 as presented.

Carried Unanimously

NEW BUSINESS AND STAFF REPORTS

Accounts Payable – Ending Date September 9th, 2025

Motion 2025 – 1484 Petten/Deering

Resolved, that Council approve the Accounts Payable listing in the amount \$204,508.88 up to and including September 9th, 2025 as presented.

Carried Unanimously

2024 Financial Statements

Motion 2025 – 1485 Deering/Petten

Resolved, that Council adopt the 2024 Financial Statements and Auditor's Report as attached.

Carried Unanimously

2024 Gas Tax Annual Expenditure Report

Motion 2025 – 1486 Badcock/Bowering

Resolved, that Council adopt the 2024 Gas Tax Annual Expenditure report as presented.

Carried Unanimously

Auditors – 2025 Appointment

Motion 2025 – 1487 Franey/Deering

Resolved, that Council appoint Byron Smith Chartered Accountants as the auditor of 2025.

Carried Unanimously

Tax Receivable Summary – December 31, 2024

Motion 2025 – 1488 Bowering/Badcock

Resolved, that Council adopt the 2025 Tax Recovery Plan as presented and that approval be granted to submit the 2025 Tax Recovery Plan and the 2024 Tax Receivable Summary be submitted to the Department of Municipal and Provincial Affairs.

Carried Unanimously

1-3 Maudes Lane – Request for Water Sewer Hook-up

Motion 2025 – 1489 Deering/Petten

Resolved, that Council approve the request for a water and sewer hookup and approval for an electrical hook up with conditions of an accessory building not to be used as a residence or to be rented out as monthly, weekly or nightly accommodations.

Carried Unanimously

Change Order 005 – Water Street Phase 1 – Project 17-MYCW-22-00074

Motion 2025 – 1490 Petten/Badcock

Resolved, that Council approve change order 005 related to additional costs associated with manholes for the Water Street Phase 1 Project# 17-M YCW-22-00074 at a cost of \$40,051.91 HST include to the contract.

Carried Unanimously

Change Order 006 – Water Street Phase 1 – Project 17-MYCW-22-00074

Motion 2025 – 1491 Franey/Bowering

Resolved, that Council approve change order 006 related to the addition of line items to the contract that were not in the original contract for the Water Street Phase 1 project #17 – MYCW-22-00074 at no additional cost to the contract.

Carried Unanimously

CORRESPONDENCE FOR ACTION

54 Badcock Road – Assessment

Motion 2025 – 1492 Petten/Franey

Resolved, that Council moved the correspondence from the property owner of 54 Badcock Road to file and to be actioned by the CAO.

Carried Unanimously

Digital Speeding Sign – Relocation

Motion 2025 -1493 Franey/Badcock

Resolved, that Council asked that the digital speeding sign be moved from its current location of Pickett's Road to the area of Pit Road Butlerville. Further, that the sign be moved each month.

Carried Unanimously

Last Meeting of the Nineteenth Town Council

Before asking for an adjournment Mayor Seymour gave each Councillor an opportunity to speak regarding their involvement of being a member of the Nineteenth Town Council and the Mayor took the opportunity as well.

ADJOURNMENT

Adjourn

Motion 2025 – 1494 Bowering/Petten

Resolved, that Council now adjourns the regular meeting at 7:50 pm.

Carried Unanimously

Geoff Seymour, Acting Mayor

Christine Bradbury, Town Clerk