

Public Meeting of Witless Bay Council
June 22, 2023
7:30 pm

Attending:

Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councillor Gerard Dunne, Councillor Ralph Carey, Councillor Nancy Burke

Regrets:

Councillor Jacob Hayden

Staff:

Sandy Hounsell, Acting Town Clerk

1. Mayor Croft called the meeting to order at 7:30 pm
2. Appointment of acting town clerk for meeting

2023-60 Councillor Burke/Councillor Dunne
Moved to appoint Sandy Hounsell as town clerk for the meeting
Motion carried unanimously

3. Adoption of the agenda of June 22, 2023

2023-61 Councillor Dunne/Councillor Carey
Moved to adopt the agenda of June 22, 2023
Discussion: Deputy Mayor Yard expressed her appreciation and acknowledgement, given the continued staff shortage, for the Mayor's extra time and efforts this week in preparing the agenda and providing council with the necessary information
Motion carried unanimously

4. Adoption of the minutes of May 9, 2023 Public Meeting

2023-62 Councillor Carey/Councillor Burke
Moved to adopt the minutes of May 9, 2023
Motion carried unanimously

5. Adoption of the minutes of April 27, 2023 Public Meeting

2023-63 Councillor Carey/Councillor Burke
Moved to adopt the minutes of April 27, 2023
Motion carried unanimously

6. Correspondence and other new business

- a. Municipal Assessment Agency Memo – Information only

Councillor Carey tabled a memo received from the Municipal Assessment Agency updating their work

b. Kinsmen Letter – Puffin Festival

2023-64 Councillor Burke/Councillor Dunne

Moved to approve a donation of \$1000.00 to the Kinsmen for their Puffin Festival

Discussion: Councillor Burke indicated they had received this request and that council is delighted to support the Kinsmen

Motion carried unanimously

c. BBAAA – request that the Town of Witless Bay purchase the fireworks for their Annual Canada Day Celebrations and organize the firework display

2023-65 Councillor Burke/Councillor Dunne

Moved to approve the purchase of fireworks for the BBAAA, in the amount of \$1000.00, but not the organization of the display

Discussion: Councillor Burke indicated the person who would organize the display is not available for this event, but council would be willing to work with the BBAAA to assist with the display

Motion carried unanimously

d. WB Days Committee – request that the Town of Witless Bay sponsor and conduct a fireworks display during the opening event on Thursday, July 27, 2023

2023-66 Councillor Burke/Councillor Dunne

Moved to sponsor and conduct a fireworks display at the opening event for the WB Days Committee, in the amount of \$1000.00

Discussion: Councillor Burke indicated the person who would organize the display is available for this event

Motion carried unanimously

7. Public Works & Infrastructure

a. Application to construct an accessory building at 14 Deans Road

2023-67 Councillor Carey/Councillor Dunne

Moved to approve application to construct an accessory building at 14 Deans Road

Motion carried unanimously

b. Application to operate a business at 10 Green Hill Drive

2023-68 Councillor Carey/Councillor Dunne

Moved to approve application to operate a business at 10 Green Hill Drive
Discussion: Councillor Carey indicated this is a small home-based residential plumbing company. Councillor Burke applauded a new business in the community
Motion carried unanimously

c. Application to construct a single-family dwelling at 25-31 Dean's Road

2023-69 Councillor Carey/Councillor Dunne

Moved to approve application to construct a single-family dwelling at 25-31 Dean's Road

Discussion: Councillor Carey advised that the Municipal Assessment Agency may assign a new civic address to the property

Motion carried unanimously

d. Application to construct an accessory building at 34 Dunn's Lane

2023-70 Councillor Carey/Councillor Dunne

Moved to approve application to construct an accessory building at 34 Dunn's Lane

Motion carried unanimously

e. Application to construct an accessory building at 17 Country Path Drive

2023-71 Councillor Carey/Councillor Dunne

Moved to approve application to construct an accessory building at 17 Country Path Drive

Motion carried unanimously

f. Application for temporary road access at Dean's Road

2023-72 Councillor Carey/Councillor Dunne

Moved to approve application for temporary road access at Dean's Road

Discussion: Councillor Carey explained this is an application to assess water availability for a residential subdivision, and will require safety conditions.

Approval is provided subject to the installation of two culverts, one with 600 mm diameter and 10 metres in length, and one with 300 mm diameter and 6 metres in length, the installation of stop signs at the railway bed intersection and the berm reinstated. Deputy Mayor Yard spoke in support of protecting the area and referenced a meeting with the developer, wherein he advised the lots would be one acre, there will be no clear cutting and efforts will be made to maintain the rural characteristics of the area. Deputy Mayor Yard also indicated possible future discussions with the developer regarding friendly lighting for migrating seabirds

Motion carried unanimously

g. Tender for road grading/shouldering/general work

Councillor Dunne declared a conflict of interest, indicating his employer will be bidding on the work. Councillor Dunne left the chambers at 7:44 pm

2023-73 Councillor Carey/Deputy Mayor Yard

Moved to prepare a tender for road grading/shouldering/general work

For: Mayor Croft, Deputy Mayor Yard, Councillor Carey, Councillor Burke

Abstained: Councillor Dunne

Motion carried

Councillor Dunne returned to chambers at 7:45 pm

h. Tender for pothole repair

Councillor Dunne declared a conflict of interest, indicating his employer will be bidding on the work. Councillor Dunne left the chambers at 7:45 pm

2023-74 Councillor Carey/Deputy Mayor Yard

Moved to prepare a tender for pothole repair

Discussion: Councillor Carey advised that maintenance personnel have repaired the majority of potholes, but these are larger and will need someone from outside the Town to repair them

For: Mayor Croft, Deputy Mayor Yard, Councillor Carey, Councillor Burke

Abstained: Councillor Dunne

Motion carried

Councillor Dunne returned to chambers at 7:46 pm

i. Tender to construct new fence at new dog park location

Councillor Dunne declared a conflict of interest, indicating his employer will be bidding on the work. Councillor Dunne left the chambers at 7:46 pm

2023-75 Councillor Carey/Deputy Mayor Yard

Moved to prepare a tender to construct a new fence at the new dog park location

Discussion: Councillor Carey indicated a motion was made last year to re-locate the dog park to a more convenient location. This will include an additional 130 feet of chain-link fence. Deputy Mayor Yard spoke in favour of this initiative, referencing feedback from residents indicating a lack of accessibility. She also indicated council will consider upgrades, including a water source and doggy bags, depending on cost

For: Mayor Croft, Deputy Mayor Yard, Councillor Carey, Councillor Burke

Abstained: Councillor Dunne

Motion carried

Councillor Dunne returned to chambers at 7:48 pm

8. Committee Reports

- Finance:

- a. Payables chart for Town of Witless Bay

2023-76 Deputy Mayor Yard/Councillor Carey

Moved to approve Payables Chart for Town of Witless Bay in the amount of \$47,188.58

Motion carried unanimously

- b. Payables chart for the Witless Bay Fire Department

2023-77 Deputy Mayor Yard/Councillor Carey

Moved to approve Payables Chart for the Witless Bay Fire Department in the amount of \$15,521.83

Motion carried unanimously

- Recreation

- a. BBAAA report

Councillor Burke noted the BBAAA report includes an update for the month of May. To date, the average registration for the summer day camp is 78 participants per week. There is ongoing registration for the summer soccer program, with 426 participants; they hosted a teen laser tag event, sponsored by Recreation NL's Team Challenge Grant, with 25 participants; they hired 34 summer students; they hosted a Stay Safe at Home course, with 24 participants; they are planning for a Participaction Community Challenge for the month of June; they have oversight of Erin Carter's day to day job duties; they hosted a meeting for volunteer soccer coaches; they attended Recreation NL's AGM and conference in Gander; they began planning for their Canada Day 2023; they will continue preparing for and planning their summer camp and summer program; they are planning summer staff training, engaging volunteers and soccer coaches, and implementing recreation month activities

9. Adjournment

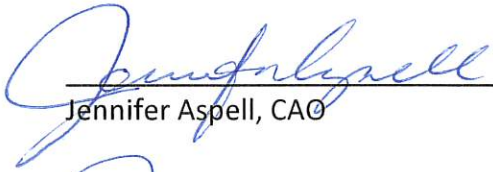
2023-78 Councillor Dunne/Councillor Burke

Moved to adjourn the meeting at 7:55 pm

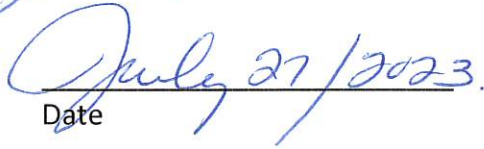
Motion carried unanimously



Trevor Croft, Mayor



Jennifer Aspell, CAO



Date