

Witless Bay Town Council  
Special Public Meeting Agenda

April 27, 2022 @ 7:30 pm.

To join by phone 1-855-342-6455, Conference ID 9767707

1. Call to order
2. Appt. of Town Clerk (for meeting)
3. Adoption of Agenda of April 27, 2022
4. Award tender for Public Works
5. Appointment of Town Clerk (Temporary)
6. Award tender for janitorial services
7. Adjournment



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Special Public Meeting of Council  
April 27, 2022

Attending:

Mayor Trevor Croft  
Councillor Jacob Hayden  
Councillor Ralph Carey  
Councillor Gerard Dunne  
Councillor Alex Troake

Regrets: Councillor Nancy Burke, Deputy Mayor Yard

Staff: Shawn Kavanagh

1. Mayor Trevor Croft Called the meeting to order at 7:35PM.
2. Appt. of Acting Town Clerk (for meeting)  
**2022-114- Councillor Dunne/Councillor Carey**  
Move that council appoint Shawn Kavanagh Acting Town Clerk for this meeting.  
For the motion: Councillor Hayden, Councillor Dunne, Councillor Carey,  
Councillor Troake, Mayor Croft.  
**Motion carried.**
3. Adoption of Agenda of April 27, 2022  
**2022-115 Councillor Carey/Councillor Hayden**  
Motion to amend agenda to include a Heritage Committee Section and an update to the Heritage Committee.  
For the motion: Councillor Hayden, Councillor Dunne, Councillor Carey,  
Councillor Troake, Mayor Croft.  
**Motion carried.**
4. Award Tender for Public Works.  
Councillor Dunne declared a conflict due to his employer bidding on the contract.  
Councillor Dunne stepped out of the Chambers at 7:36pm  
**2022-116 Councillor Carey/Councillor Hayden**  
Motion to award tender for Public Works to O'Brien's Trucking for the amount of \$10, 292.50  
Discussion: Councillor Carey  
this is a time sensitive matter and the successful bidder should have it completed within 2 weeks.  
Discussion: Councillor Hayden

This is a safety issue and the work needs to be completed quickly. The idea of having it complete now rather than later is the grass and area will be suitable for summer recreation.

For the motion: Councillor Hayden, Councillor Carey, Councillor Troake, Mayor Croft.

**Motion carried.**

Councillor Dunne stepped back into Chambers at 7:39PM

5.

Hiring of new Town Clerk (Temporary)

**2022-117** Councillor Carey/Councillor Hayden

Discussion: Councillor Carey

Katherine Doyle is a native of Victoria British Columbia, a real estate agent by trade and recently worked with Keller Williams in St. Johns'. Katherine has also worked with the federal government and additionally has experience in bookkeeping, customer service and within the travel industry.

Katie and her young family have recently moved into the community last summer from St. John's, and we welcome her to the new role and to the community.

For the motion: Councillor Hayden, Councillor Dunne, Councillor Carey, Mayor Croft.

Against the motion: Councillor Troake

**Motion carried.**

6.

Award for Tender for Janitorial Services

**2022-118** Councillor Dunne/Councillor

Motion to award tender to Trillium Services

Discussion: Councillor Hayden

There were two applicants. There was no guarantee that putting it back out to Tender will get any more submissions.

Discussion: Councillor Troake

I would prefer to put it back out to Tender so we aren't forced to accept the only option. We could recruit and get people to participate in the Tender.

For the motion: Councillor Dunne, Councillor Carey, Mayor Croft.

Against the motion: Councillor Hayden, Councillor Troake.

**Motion defeated.**

7.

Janitorial Services Tender

**2022-119** Councillor Carey/Councillor Hayden

Motion that we request Tenders for Janitorial Services for the Town Hall and Puffin Center and it be awarded at the next Public Meeting in two weeks.

8.

Adjournment

**2022-120** Councillor Dunne/Councillor Hayden

Motion to Adjourn

For the motion: Councillor Hayden, Councillor Dunne, Councillor Carey, Councillor Troake, Mayor Croft.

**Meeting adjourned at 7:48PM.**