



Town of Witless Bay  
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Public Meeting of Witless Bay Council  
July 12, 2022  
7:30 p.m.

**Attending:** Mayor Trevor Croft, Deputy Mayor Lorna Yard, Councillor Jacob Hayden, Councillor Ralph Carey, Councillor Gerard Dunne, Councillor Alex Troake

**Regrets:** Councillor Nancy Burke

**Staff:** Cassie O’Reilly

1. Mayor Croft Called the meeting to order at 7:30 PM.
2. **2022-211** Councillor Hayden/ Councillor Dunne  
Move to Amend the Agenda of July 12, 2022

Amendments to the agenda:

**Amendment 1:** Appt. of Acting Town Clerk (for the meeting)  
Move that council appoint Cassie O’Reilly as Acting Town Clerk.

**Amendment 2:** Remove Public Works and Infrastructure (Item i). Clerical error.

**Amendment carried.**

3. **2022-212** Councillor Hayden/ Deputy Mayor Yard  
Motion to adopt the agenda as amended.  
**Motion carried.**

4. Appt. of Acting Town Clerk (for the meeting)  
**2022-213** Councillor Jacob Hayden/Councillor Gerard Dunne  
Move that council appoint Cassie O’Reilly as Acting Town Clerk.  
**Motion carried.**

5. **2022-214** Councillor Carey /Deputy Mayor Yard  
Motion to defer adoption of Special Public Meeting Minutes of June 14, 2022  
Discussion:

Councillor Carey noted due to technical issues the week prior council has been unable to review the minutes for the public meeting on June 14<sup>th</sup> and the Special public meeting on June 28<sup>th</sup> and it would not be diligent to adopt them without reviewing first.

**Motion carried.**

6. **2022-215 Councillor Carey /Deputy Mayor Yard**  
Motion to defer adoption of Special Public Meeting Minutes of June 28, 2022  
**Motion carried.**
7. **Business Arising from Minutes:**  
a) 30 Murphy Lane – Application to build a single-family dwelling (deferred)
- 2022- 216 Councillor Carey/Councillor Hayden**  
Move to Deny the application  
**Motion carried.**  
Councillor Carey reported that this is an application that was deferred at the previous council meeting, the lot does not meet current development regulations for this applications.  
**Motion carried.**
8. **New Business**  
a) Appoint acting Town Manager  
**2022-217 Deputy Mayor Yard / Councillor Dunne**  
Move to Appoint Geraldine Caul to the position of acting Town Manager for the Town of Witless Bay.  
**Motion Carried.**
- b) Motion to purchase new computer for the Town Office  
**2022-218 Councillor Troake/Deputy Mayor Yard**  
Move that council purchase a new computer for the Town Office.  
**Discussion:** Councillor Troake noted that the office current set up leaves little to be desired and this will assist us through the coming changes from our current set up.  
**Motion carried.**
- c) Extension to the Fire Dept. Smokehouse Training Facility  
**2022-219 Councillor Troake/Deputy Mayor Yard**  
Motion to approve the extension for the Witless Bay fire department Smokehouse training facility  
**Discussion:**  
Deputy Mayor Yard noted the Fire department has allotted \$5000 towards building an extension for the smokehouse Training facility. They will be constructing stairs and installing windows to practice zero visibility training exercises.  
**Motion carried**
9. **Correspondence & Other Business:**  
a) Speed Bump request – Tamarack Drive – Information Only  
Councillor Troake / Councillor Hayden

Discussion: Councillor Hayden noted we have received multiple requests for speed bumps in the Gull Pond road subdivision we are attempting to supplement our stock so that we may be able to get them installed soon.

Councillor Troake noted we have received more requests than we have speed bump available and requested residents to submit their speed bump requests to the office so that we can compile a list next year and order more in order to better facilitate the requests we receive.

- b) Request for Public works site visit for driveway washout – 57 Bears Cove Road – Information Only

Discussion: Councillor Hayden noted Public works has conducted a site visit on Saturday July, 9<sup>th</sup> to the site affected, our hope is to issue a paving tender and have further preventative measures for water mitigation to prevent wash out of the driveway.

- c) Witless Bay ATV Association – Request to cover permit costs for Rail bed washout repair  
Councillor Hayden Declared a conflict of interest as he is part of the ATV association.  
Councillor Hayden left chambers at 7:41 pm

**2022-220 Councillor Troake/Councillor Dunne**

Motion to approve permit costs up to \$1000.00

Discussion: Councillor Troake noted the letter received is only to cover the cost of the permit that is required to by the town to repair the Rail Bed.

**Motion carried**

Councillor Hayden returned to chambers at 7:42pm

- d) WBVFD – Request for council to amend NL911 map and Witless Bay response district  
**2022-221 Deputy Mayor Yard / Councillor Troake**

Motion to approve to include Witless Bay line in the WBVFD NL911 Response area.

Discussion: This will cover all of Witless Bay Line, the NL area 911 response map currently does not have any specified department providing emergency response for this area. As of right now if you are driving across Witless Bay line and are in accident there is no set responsive fire department for that area, if you call 911 an RCMP officer will be dispatched to make the decision if the fire department is required to respond and that RCMP officer may be in Trepassy or Holyrood. By extending our coverage across the line it will drastically reduce response time and improve safety. Holyrood VFD will be taking the other 50% of the line and the WBVFD will be taking the other 50% half way across and will coordinate the calls between themselves to ensure adequate coverage.

**Motion Carried**

- e) Award tender for Softball field.

Councillor Dunne declared a conflict of interest since his employer is likely to bid on the work Deputy Mayor Yard Declared a conflict of interest as her Brother works for a company that will likely bid on the work.

Deputy Mayor Yard and Councillor Dunne left Chambers at 7:46 pm

**2022-222 Councillor Carey/ Councillor Hayden**

Motion to award the tender to O'Briens in the amount of \$38,525.00 HST included for work to be completed on the softball field.

Discussion: Councillor Hayden noted this is part of the ACOA work and the work being done will be to bring the soft ball field up to standard

**Motion Carried**

Deputy Mayor Yard Councillor Dunne returned to chambers at 7:46 pm

- f) Request for Uniforms – Fire hall

**2022-223** Deputy Mayor Yard/ Councillor Carey

Motion to approve the purchase of uniforms as needed for the Fire Hall

Discussion: Deputy Mayor Yard noted this is for the official formal uniforms worn by the fire department volunteers to special events. All new recruits will receive a full uniform, while any members who already have a uniform will be polled to determine the need for replacement pieces as needed and will be funded from the WBVFD budget.

- g) Tax exempt request – The Avenue

**2022-224** Councillor Troake/ Deputy Mayor Yard

Move to approve the exemption of taxes to be paid for the 2022 property taxes for Our Lady Star of the Sea

Discussion: Councillor Troake noted that the Witless Bay Church property will be for sale with the Catholic Church and the property taxes currently for the 2022 property taxes would be owed by the Parish not the archdioceses who will gain the proceeds from the sale of the property and it would not be fair of us to hold the Parish accountable for the property taxes that would remain outstanding.

**Motion Carried**

- h) Motion to move location of Dog Park

**2022-225** Deputy Mayor Yard/Councillor Hayden

Move to approve changing the location of the existing dog park pending a study into the feasibility of the costs

Discussion: Councillor Hayden noted we have received multiple requests to improve access to the dog park and move it to a better area to allow to keep a better eye on your children at the playground and create better use for people with both dogs and children and to allow better access and maintenance.

**Motion Carried**

**10. Committee:**

**Public Works and Infrastructure:**

- a) Request for Permit extension - #2021-879

**2022-226** Councillor Hayden / Councillor Dunne

Motion to grant an extension for Permit #2021-879

Discussion: This resident approached the town to request a permit extension. Right now we are awaiting confirmation from municipal affairs if the office can approve the extension, we added it

to the agenda so that it will be on record in the event the permit expires while we await confirmation. The reason of for the request is the increased cost of building supplies during the pandemic.

**Motion carried**

- b) 250-256 Gallows Cove Road – Application for Demolition Permit Shed and Cellar  
**2022-227** Councillor Hayden / Councillor Dunne  
Move to approve Application to demolish shed and cellar located at 250-256 Gallows Cove Road  
**Motion carried**
- c) 187 Southside Track – Application for renovation Deck replacement  
**2022-228** Councillor Dunne/Councillor Hayden  
Move to approve Application for renovation – Deck replacement located at 187 South Side track  
**Motion carried**
- d) 316 Southern Shore Highway – Application for New Septic, Deck and renovations  
**2022-229** Councillor Carey/Councillor Hayden  
Move to approve the Application for New Septic, Deck and renovations located at 316 Southern Shore Highway pending approval from any other necessary governing bodies  
**Motion carried**
- e) 436 Southern Shore Highway - Application for renovations creating apartments  
**2022-230** Councillor Dunne/Councillor Hayden  
Move to approve Application for renovations creating apartments at 436 Southern Shore Highway  
**Motion carried.**
- f) 436 Southern Shore Highway - Application for New Septic System, Well and Renovations  
**2022-231** Councillor Carey/Councillor Hayden  
Move to approve Application New Septic System, Well and Renovations at 436 Southern Shore Highway  
**Motion carried**
- g) 8 Green Hill Drive – Application to build a fence  
**2022-232** Councillor Hayden/Councillor Dunne  
Move to approve Application to build a fence at 8 Green Hill Drive subject to regulations.  
**Motion carried**
- h) 27 North Side Track – Application to build a fence  
**2022-233** Councillor Carey/Councillor Hayden  
Move to approve the application to build a fence located at 27 North Side Track  
**Motion carried**
- i) Lot 53 Country Path Drive – Fence Application  
**2022-234** Councillor Hayden/Councillor Carey  
Move that we approve the application for a fence located at 53 Country Path Drive.  
**Motion Carried**

**11. Payable Charts:**

a) Town Expenses

**2022-235** Councillor Troake /Deputy Mayor Yard

Move to adopt Town expenses for the amount of \$29,019.27

**Motion carried.**

b) Fire Department Expenses

**2022-236** Councillor Troake/Deputy Mayor Yard

Move to adopt Fire department expenses in the amount of \$20,635.71

**Motion carried.**

**12. Fire hall Committee:**

a) Update:

**13. Recreation Committee:**

a) Update

**14. Heritage Committee:**

a) Update:

**15. ATV Club:**

a) Update:

**16. Adjournment:**

**2022-237** Councillor Dunne/ Councillor Hayden

Move to adjourn the meeting at 8:11pm

**Motion carried.**