

Public Meeting of Witless Bay Council
Witless Bay Town Hall
May 8, 2018

Attending: Mayor Rene Estrada, Deputy Mayor Maureen Murphy, Councillors Chris Brinston, Fraser Paul, Neil Stratton, Vince Swain and Lucy Carew

Recording: Geraldine Caul & Barb Harrigan

1. Mayor Rene Estrada called the meeting to order at 7:30 p.m.
2. **2018-089** Councillor Lucy Carew/Deputy Mayor Maureen Murphy
Moved to adopt the May 10, 2018 Agenda with the following changes:
 - Correction: Business Arising 4 c) should read 170 Gallows Cove Road
 - Add: Public works l) Culvert and pavement repair on Gull Pond Road
 - Add: Finance k) Kinsmen Club donation of \$17,000 for storage and washroom facilitiesMotion carried unanimously as amended.
3. **2018-090** Deputy Mayor Maureen Murphy/Councillor Lucy Carew
Moved to adopt the April 10, 2018 Minutes of Meeting as presented.
Motion carried unanimously.
4. Business Arising from Minutes:
 - a. Residential dwelling on Tamarack Drive

2018-091 Councillor Vince Swain/Councillor Fraser Paul
Moved to approve in principle an application for residential dwelling on Tamarack Drive subject to approval from Services NL and any other government agencies having jurisdiction, and subject to the **applicant providing proof that the restrictive covenant has been lifted**.
Motion carried unanimously.
 - b. Residential dwelling on New Line Road – Councillor Fraser Paul declared a conflict of interest because he lives next door to the property. Councillor Paul left the Council Chamber at 7:36 and returned at 7:37.

2018-092 Councillor Vince Swain/Deputy Mayor Maureen Murphy

Moved to approve in principle an application for residential dwelling on New Line Road subject to approval from Services NL and any other government agencies having jurisdiction, and **pending consultation with the Town Planner on the setback of 80m.**

For: Mayor Rene Estrada, Deputy Mayor Maureen Murphy, Councillors Neil Stratton, Chris Brinston, Vince Swain and Lucy Carew

Abstained: Councillor Fraser Paul [declared a conflict of interest].

Motion carried.

- c. Clear land and dispose of overburden on 170 Gallows Cove Road – Councillor Vince Swain reported that a motion was made at April 10 meeting to approve pending a submission of a scope of work to be carried out, as well as proof of a withdrawal of a provincial Stop-Work-Order. The applicant has met the conditions and is free to pick up his permit.

5. Public Works & Infrastructure:

- a. Review of permit for 440 Southern Shore Highway – There was a brief discussion on what the property is being used for. No action taken on this item.

- b. Develop extra parking space on 2-4 Country Path Drive

2018-093 Councillor Fraser Paul/Councillor Vince Swain

Moved to approve an application to extend parking lot and install a culvert because the proposal complies with the Town standards.

Motion carried unanimously.

- c. Grubbing land on 37-39 Tuff's Road

2018-094 Councillor Vince Swain/Deputy Mayor Maureen Murphy

Moved to approve an application for grubbing land on 37-39 Tuff's Road, and for the applicant to apply for a building permit when developing.

Motion carried unanimously.

- d. Personal use garage on 35-37 Gallows Cove Road – Councillor Vince Swain declared a conflict of interest on this item because his property bounds the property of the applicant. Councillor Swain left the Council Chamber at 7:45 and returned at 7:46.

2018-095 Councillor Fraser Paul/Councillor Lucy Carew

Moved to approve an application for personal garage on 35-37 Gallows Cove Road and applicant has to abide by Town standards.

For: Mayor Rene Estrada, Deputy Mayor Maureen Murphy, Councillors Fraser Paul, Chris Brinston, Neil Stratton and Lucy Carew

Abstained: Councillor Vince Swain [declared a conflict of interest]

Motion carried.

- e. Personal garage on 26 Tamarack Drive

2018-096 Councillor Fraser Paul/Deputy Mayor Maureen Murphy

Moved to approve an application for personal garage on 26 Tamarack Drive and applicant has to abide by Town standards.

Motion carried unanimously.

- f. Airbnb Business on 60 Harbour Road – Deputy Maureen Murphy asked Council if she was in a conflict on this item because the applicant is her niece.

2018-097 Councillor Lucy Carew/Councillor Fraser Paul

Moved that Deputy Mayor Murphy is not in a conflict of interest on this item.

Motion carried unanimously.

2018-098 Councillor Lucy Carew/Councillor Fraser Paul

Moved to approve application for Airbnb business on 60 Harbour Road.

Discussion: Councillor Lucy Carew announced that all businesses in the community need a permit to operate a business.

Motion carried unanimously.

- g. Home-based contracting business on 25-27 Andrew's Lane – Councillor Vince Swain declared a conflict of interest on this item because the applicant is his son. Councillor Swain left the Council Chamber at 8:50 and returned at 8:51.

2018-099 Councillor Lucy Carew/Councillor Fraser Paul

Moved to approve an application for home based business on 25-27 Andrew's Lane

For: Mayor Rene Estrada, Deputy Mayor Maureen Murphy, Councillors Chris Brinston, Fraser Paul, Neil Stratton and Lucy Carew.

Abstained: Councillor Vince Swain [declared a conflict of interest].

Motion carried.

- h. Fence on Mallowney's Lane – Deputy Mayor Maureen Murphy declared a conflict of interest on this item because the applicant is her brother. Deputy Mayor Murphy left the Council Chamber at 8:51 and returned at 8:52.

2018-100 Councillor Lucy Carew/Councillor Fraser Paul

Moved to approve an application for fence on Mallowney's Lane.

For: Mayor Rene Estrada, Councillors Chris Brinston, Fraser Paul, Neil Stratton, Vince Swain and Lucy Carew.

Abstained: Deputy Mayor Maureen Murphy [declared a conflict of interest].

Motion carried.

- i. Multi-purpose building for storage, and bathrooms on ball field grounds – Councillor Fraser Paul noted that inspections on this site have been done by Council and Services NL and everything is fine.

2018-101 Councillor Fraser Paul/Deputy Mayor Maureen Murphy

Moved to approve an application from Kinsmen Club for a storage building and bathrooms on the ball field grounds.

Motion carried unanimously.

- j. Completing dugouts on playground *[6 b) fencing for ball field, under Finance is combined with this item]*

2018-102 Councillor Fraser Paul/Deputy Mayor Maureen Murphy

Moved to empower Public Works to make a decision on moving forward to complete the dugouts and fence repairs, providing the total cost is under \$10,000.00.

Motion carried unanimously.

- k. Erecting the Town's new signage – The Town's public works will be offering their time at no cost to the town to erect the Town's new signage within the next few days.

- l. Culvert & Pavement repair on Gull Pond Road

2018-103 Councillor Vince Swain/Councillor Fraser Paul

Moved to add the section of Gull Pond Road to the road repair list, to cut the pavement and install a culvert where the water overflows the road.

Motion carried unanimously.

6. Finance:

- a. Payable listing – Information purpose only.
- b. This item was combined with item 5 j). See motion #2018-102.
- c. Survey for ball field area – Councillor Fraser Paul reported that he met with Gary Mylar of Crown Lands to discuss the land at the Recreation field and current lease of \$1 per year. [The Town is in the process of finalizing the application].
- d. Swimming Pool

2018-104 Deputy Mayor Maureen Murphy/Councillor Vince Swain

Moved to use the proper type of paint to cover all interior walls of the swimming pool, the back, and the section facing Southside Track.

Motion carried unanimously.

e. Road list for grading

2018-105 Deputy Mayor Maureen Murphy/Councillor Fraser Paul

Moved to empower the public works to award the tender for road list, and to add List #2.
Motion carried unanimously.

f. Tender for town truck – Councillor Fraser Paul reported that two bids were received, one from The Royal Garage and the second from Terra Nova Motors.

2018-106 Councillor Fraser Paul/Councillor Lucy Carew

Moved to accept the quote for town truck from The Royal Garage for \$752.49 for 60 months, with the option to purchase for \$1.00 at the end of the 60 months.
Motion carried unanimously.

g. Financial Statement – Gas Tax

2018-107 Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Moved to adopt the Auditor's Report for Gas Tax, December 31, 2017.
Motion carried unanimously.

h. Funding approval for Feasibility Study for new regional fire station

(i) **2018-108** Deputy Mayor Maureen Murphy/Councillor Lucy Carew

Moved to accept the Municipal Capital Works 60/40 funding of \$29,926 for Project No. 17-MCW-19-00013, New Regional Fire Station Feasibility Study, and to avail of the Town's existing Line of Credit, if needed. (Town's portion is \$19,950 of total project cost of \$55,000).

Motion carried unanimously.

(ii) **2018-109** Deputy Mayor Maureen Murphy/Councillor Fraser Paul

Moved that the Town enter into the Municipal Capital Works Agreement with the Department of Municipal Affairs and Environment for Project no. 17-MCW-19-00013, and that the Mayor and Clerk Manager sign the Agreement on behalf of the Town.

Motion carried unanimously.

(iii) **2018-110** Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Moved that all purchases for the Town of Witless Bay to be paid by Town owned credit card or Town cheque.

Motion carried unanimously.

i. Town Hall Parking Lot

2018-111 Deputy Mayor Maureen Murphy/Councillor Lucy Carew

Moved to empower public works to investigate repairs required and costing for parking lot.
Motion carried unanimously.

- j. Website Redesign Proposal from Blue River Media – Councillor Neil Stratton explained that the Town met with Blue River Media to discuss the need for updating the Town’s website. The proposal is \$1250 for Website Design and Development and \$600 (annual) for Domain hosing & Virtual Admin, for a total of \$2127.50.

2018-112 Councillor Neil Stratton/Councillor Vince Swain

Moved to accept the quote from Blue River Media for website redesign and maintenance for \$2127.50.

Motion carried unanimously.

- k. Donation to Kinsmen for storage building and washroom facilities

2018-113 Councillor Neil Stratton/Deputy Mayor Maureen Murphy

Moved to donate \$17,000 to Kinsmen to construct a storage building and washroom facilities at the ball field area.

Motion carried unanimously.

7. Other

- a. East Coast Trail – Memorandum of Agreement – Deputy Mayor Murphy reported that Council met with the East Coast Trail representatives, who have since submitted a MOU for Council’s review and approval.

2018-114 Deputy Mayor Maureen Murphy/Councillor Lucy Carew

Moved to defer signing the East Coast Trail MOU until all councillors have had an opportunity to review.

Motion carried unanimously.

- b. Request from Bauline to Bay Bulls 50+ Club to install one new dart board at their expense

2018-115 Councillor Vince Swain/Councillor Fraser Paul

Moved to allow the 50+ Club to install one new dart board at their expense.

Motion carried unanimously.

- c. Canada Day Celebrations 2018 – Councillor Chris Brinston reported that the BBBAA has been handling the arrangements for the celebrations, and this year they plan to hold the festivities on the ballfield.

8. **2018-116** Councillor Lucy Carew/Deputy Mayor Maureen Murphy

Moved to adjourn the meeting at 8:35 p.m.

Motion carried unanimously.