

Mayor Tammy Oliver
Deputy Mayor Gerald Sheppard
Councillors Sherry Lundrigan
 Debbie Newman
 Ann Marie Singleton
 Terry Sheppard
 Darren Smith
Town Manager Tony Ryan

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The Municipality of Spaniard's Bay

April 14, 2026

A meeting of Council took place on the above date with the following members in attendance: Mayor Oliver, Deputy Mayor Sheppard, Councillors Newman, Singleton, Lundrigan, Smith, Sheppard and Town Manager Alicia Chenard. Visitors included Kim Welsh, Randolph Coombs, Lorraine Coombs, Helen Saunders, Sadie Dyke, Clarence Barrett, Glen Roach, Liz Saunders, Jean Higgins, David Saunders, Linda Saunders, Don Upshall, April Saunders, Florence Saunders, Don Hutchings, Mary Hutchings, Linda Barrett, Betty Neil, Reshone Young, Dorothy Young, Rozanne Noseworthy, Trudy Crewe, Valerie Kelly, Paul Shephard, Glenys Barrett, Calvin Noseworthy, Michelle Murrin. All residents are invited to watch via Spaniard's Bay YouTube Channel. Mayor Oliver called the meeting to order at 7:02 pm and welcomed everyone.

Motion to Adopt Agenda

The agenda for the meeting of April 14, 2026 was tabled.

Councillor Newman added A – Tax reduction – Ridge Road and added B (c) and (g) Jack Pine Drive Phase 1 & 2 respectfully.

Councillor Sheppard removed #9 Alcohol use in Town Buildings and amended Snow Clearing/Garbage Removal to state various roads and to add item # D (b) Ballroom use.

Motion #26-089 It was moved by Councillor Lundrigan, seconded by Councillor Smith, that the agenda of April 14, 2026, be adopted as amended.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Petitioning/Visiting Groups

Kim Welsh a resident of New Harbour Road presented the residents concerns with the ongoing water supply on New Harbour Road. See attached presentation.

Mayor Oliver stated as crews repair leaks pressure should improve and that council has been reassessing the 5 Year Plan. She also discussed RPM services that have aided in locating the leaks. There was a general discussion amongst council and residents on the issues. Mayor called for submissions from residents with concerns throughout the town.

Adoption of the Minutes

The minutes of the regular meeting March 10,2026 was tabled.

Motion #26-090 It was moved by Councillor Sheppard, seconded by Deputy Mayor Oliver that the minutes of the meeting of March 10, 2026, be adopted as presented.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

The minutes of the special meeting March 23,2026 was tabled.

Motion #26-091 It was moved by Councillor Lundrigan, seconded by Councillor Singleton that the minutes of the meeting of March 23, 2026, be adopted as presented.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Lundrigan & Sheppard voted in favor of the motion.

Carried

The minutes of the Committee as a Whole meeting April 8, 2026 was tabled.

Motion #26-092 It was moved by Councillor Lundrigan, seconded by Councillor Singleton that the minutes of the committee as a whole meeting of April 8,2026, be adopted as presented.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Business arising from the minutes

Councillor Singleton states motion # 26-072 had an error on the seconder. Councillor Lundrigan inquired if resident of Mercers Lane received the new garbage box & was advised this has been completed.

Town Manager's Report

- Challenges with leaks throughout the Spring, especially since the last Council meeting
- On NH road crews had difficulty identifying the source of low water pressure, and some residents had no water at all
- Contracted RPM Geospatial to utilize their drone technology to identify leaks in the vicinity of New Harbour Road
- They identified a significant leak on Mint Cove road, a leak on NH Road near the Mint Cove intersection, a second potential leak further up NH Road near a hydrant, and a substantial leak on the CB Highway
- Crews completed repairs on Mint Cove road and the intersection between NH Road and Mint Cove road and that has improved water pressure on NH Road. At this time, we believe all residents of NH road have had water restored.
- On Friday we also had another significant leak on Mint Cove road that crews repaired
- Yesterday crews repaired a leak in Back Cove and today we were working on another leak on the CB Highway that has been repaired. We have been trying to complete these leaks for some time now and thank residents in the area as we dealt with emerging issues.

- We are aware of a leak in Bishop's Cove on Butt's Road and have contacted NL Power for a date to help complete work there. We need H&B to hold a pole as the dig site is too close to the pole for safety reasons.
- We also are aware of a leak on Brazil's Hill and a leak on Mint Cove Pond road that is located on a residents line and not the Town's.
- We will also be repairing the leak identified by RPM on the CB Highway outside of the Town Hall and may require an outside contractor for that work
- I want to thank our crews and all town staff involved in these repairs. It has been a busy spring with continued snowfall and heavy rain at times that has made repairs challenging.
- I also want to thank residents for their patience with disruptions in water services as we make the repairs, including representatives who presented this evening. It is always great when residents are engaged in their communities so thanks for coming in tonight

Enforcement Officer:

- We have an updated schedule for our Enforcement Officer. Previously he was with us on Thursdays for the full day but we will be trialing a new schedule with the other Town's so he will be with us on Monday afternoons and Thursday mornings.
- We have signage for illegal dumping and he will be monitoring the cameras for illegal dumping.

Tender:

- We have a tender out for Road Reconstruction and Paving. Written tenders can be dropped off to the Town by the deadline of 3:00 pm on Thursday, April 16, 2026.

Amendments:

- Municipal Plan Amendment (MPA) No 1, 2026 + Development Regulations Amendment (DRA) No. 2, 2026 relating to the text amendments that will add Garden Suites and in-law suites to the Municipal Plan and Development Regulations.
- Our Planner completed some minor changes for Municipal Affairs and so the next step is once we get a release from Land Use Planning in government, we will bring it back to Council for a "Motion to Adopt" and schedule the required Commissioners Hearing.
- We also have a public consultation ongoing related to the Development Regulations Amendment No. 3, which is a zone (map) change from Residential Infill (RI) to Residential Medium, Density (RMD) for the Seniors complex at 776-796 Conception Bay North Highway. The deadline for written comments is Friday, April 17, 2026 at 4:00 pm.

Committee Reports:

Finance Committee:

Accounts Payable

Motion #26-093 It was moved by Deputy Mayor Sheppard, seconded by Councillor Singleton, that Accounts Payables in the about of \$60,397.20 be paid as presented.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Quick Stats, Income Expense Statement and Cheque Register were tabled for Council's information.

Tax Reduction – Ridge Road

Planning reviewed the request to adjust sewer charges on a property on Ridge Road that does not use town sewer system.

Motion #26-094 It was moved by Councillor Newman, seconded by Councillor Singleton to approve the adjustments for the current year 2026 by 1.5 yearly sewer rate.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Planning Committee

a) 833 Conception Bay Highway, Spaniard's Bay – New Garage

An application for a new garage at 833 Conception Bay Highway was reviewed by Planning Committee.

Motion#26-095 It was moved by Councillor Newman, seconded by Councillor Singleton to grant approval for a new garage at 833 Conception Bay Highway, Spaniard's Bay with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

b) 855 Conception Bay Highway, Spaniard's Bay – New Shed

An application for new shed at 855 Conception Bay Highway was reviewed by Planning Committee.

Motion #26-096 It was moved by Councillor Newman, seconded by Councillor Lundrigan, to defer the application for a New Shed at 855 Conception Bay Highway pending a new application detailing the new location.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

c) 41 Jack Pine Drive, Tilton – New House

An application was tabled for a new house at 41 Jack Pine Drive, Tilton.

Motion #26-097 It was moved by Councillor Newman, seconded by Councillor Singleton to grant conditional approval for a new house at 41 Jack Pine Drive, Tilton pending peg placement with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

d) Brad Roberts – Stage 2 & Bungalow Cluster

An application to start Phase II in the Northern Pines development was tabled including a new Bungalow Cluster.

Motion #26-098 It was moved by Councillor Newman, seconded by Councillor Smith to Conditionally approve the start of Phase 2 in Jack Pine drive, pending the deficiencies stated in the contract being completed by the agreement deadline with the provisions of the Town of

Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Motion #26-099 It was moved by Councillor Newman, seconded by Councillor Lundrigan to defer the application to begin Bungalow Clusters as more information is needed from the developer and investors. Clarification on the discretionary use will also be required.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

e) 7-21 Conception Bay Highway – New Building/Business

An application was tabled to build a Sports Bar at 7-21 Conception Bay Highway Spaniard's Bay.

Motion#26-100 It was moved by Councillor Newman, seconded by Councillor Singelton to grant approval in principle for a new sports Bar at 7-12 Conception Bay Highway, Spaniard's Bay and finalized details on the buildings plans & placement, .with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

f) 13 Fowlers Road – New House

An application was tabled for a new house at 13 Fowlers Road, Spaniard's Bay.

Motion #26-101 It was moved by Councillor Newman, seconded by Councillor Lundrigan to grant conditional approval for a new house at 13 Fowlers Road, with the privately owned water line inspected prior to completion with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

g) 58 Jack Pine Drive _ New House

An application was tabled for a new house at 58 Jack Pine Drive, Tilton.

Motion #26-102 It was moved by Councillor Newman, seconded by Councillor Singleton to grant conditional approval for a new house at 58 Jack Pine Drive, Tilton. Pending the ground pegs with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Public Works Committee

a) Contract for Director of Public works

The contract for the Director of Public Works was table Council had a discussion on the contract and if needed to be adopted. There was some back and forth amongst Council on differing opinions.

Motion #26-103 It was moved by Councillor Sheppard, seconded by Councillor Lundrigan, to approve the new 6 Month contract for the Director of Public Works as presented.

Mayor Oliver, Councillors Singleton, Newman, Sheppard and Lundrigan voted in favor of the motion. Deputy Mayor Sheppard and Councillor Smith were not in favor of the motion.

Carried

Fire Department

a) 2025 Financial Statement

The 2025 Fire Department Financial Statement was reviewed by the Finance Committee

Motion#26-104 It was moved by Councillor Sheppard, seconded by Councillor Singleton to accept the 2025 Fire Department Financial statement as presented.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

b) Ballroom – bring up to code

Councillor Sheppard stated council needs to evaluate the steps required to get the Ballroom up to code to enable rentals.

Motion #26-105 It was moved by Councillor Sheppard, seconded by Councillor Smith to move forward with the inquires of what is needed to bring the ballroom up to code to enable rentals.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Town infrastructure

Mayor Oliver spoke in depth on the plans of the town, and the need for discussions on future upgrades to the Towns infrastructure. She reminded residents to send in written submissions on their concerns on the aging or absent infrastructure.

Appointing Acting Town Manager/Clerk & Advertising for Town Manager/Town Clerk position

Town manager Alicia Chenard thanked the town and workers for being so welcoming, but she will be leaving for another opportunity. Wishes everyone the best of luck. Mayor Oliver thanked her for her service and will be missed.

Motion #26-106 It was moved by Councillor Singleton, seconded by Councillor Lundrigan to appoint Vanessa Butler as Acting Town Manager/Town Clerk, and to advertise for the position of Town Manager/Town clerk.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Wharf – Removal of rocks/floating docks

A request was tabled from Councillor Smith to seek quotes on upgrades on the Spaniard's Bay Wharf. There was a general discussion on this being done in the past but was very costly.

Motion #26-107 It was moved by Councillor Smith, seconded by Councillor Sheppard to seek estimates for upgrades to the wharf.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Fencing at the Depot – Wood/Chainlink etc.

A request from Councillor Smith to discuss the fencing at the Depot was tabled. He wanted clarification on what type of fence was going to be installed. Council discussed that the neighbouring property should have a say as affects their privacy. Director of Public Works will reach out to the resident to see what their preference before the Town decides on the specifics on the fence repair.

Snow Clearing/Garbage Removal

A request from Councillor Sheppard to take over numerous roads was tabled. Councillor Sheppard discussed three areas, Ryans Road, Jones Rd ext. and a lane on Back Track. There was a general discussion on the policy for taking over a road, Public Works need to assess each one individually. Council discussed the need for further discussions as some of these roads have not been discussed with this council. Public Works Committee have not been made aware of these specific roads and needs to be reviewed.

Motion #26-108 It was moved by Councillor Sheppard, seconded by Councillor Smith to start discussions with the residents on the lane off Ryans road.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Motion #26-109 It was moved by Councillor Sheppard, seconded by Councillor Smith to contact Department of Highways to see about the Town taking over the section of road on Jones Road ext.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Motion #26-110 It was moved by Councillor Sheppard, seconded by Deputy Mayor Sheppard to start plowing 206 (a,b,c) Back Track immediately.

Deputy Mayor Sheppard, Councillors Smith and Sheppard voted in favor of the motion.

Mayor Oliver, Councillors Newman, Singleton and Lundrigan votes against the motion.

Carried

Letters

a) Resident Mint Cove Pond Road

Letter was tabled from resident of Mint Cove Pond Road N concerning snow clearing and high speeds of the plow. It was discussed that the worker has been given a warning due to excessive speeds.

Motion #26-111 It was moved by Deputy Mayor Sheppard, seconded by Councillor Singleton to write a letter of acknowledgement.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

b) Royal Canadian Legion – Flower request

A letter was tabled from the Royal Canadian Legion to have red, blue and gold flowers in the planters this year in honor of the 100th Anniversary. Councillor Lundrigan explained that Dreamscapes Garden centre donates these flowers, and they agreed to accommodate for the colors requested.

c) Proclamation – World Ovarian Cancer Day

Mayor Oliver agreed to have May 8th 2026 declared as World Ovarian Cancer Day. Council wore teal pins in recognition of the day and had photo taken.

d) Resident of Bunkers Hill

A letter was tabled from a resident of Bunkers Hill with regards to fence damage. Council acknowledged the letter and will have the repairs added to the Public Works list.

Other Business

Councillor Lundrigan stated Federal Grants are out and Wharf has 2, Heritage has 2 and Recreation has 6 positions. Still awaiting Provincial Grants. She reminded to please pick up after your dogs when out for a walk.

Councillor Smith stated he wants the Wharf students to follow rules and regulations.

Councillor Newman states weather has improved and wish for residents to watch for children at play and on bikes.

Councillor Singleton advised that Goodwill Seniors are still hosting Monday Scat games, there is a member meeting Thursday April 16th. LOL Tilton hosting a Spring Fling for residents of Tilton and they are hosting the wooden car derby and encourage all to attend. She also encouraged residents to volunteer, as without them events can occur. She also mentioned Ridge Road sign is twisted and hard to see.

Deputy Mayor Sheppard stated he didn't bring forth the motions on restructuring of the office from the Committee of a Whole, but will bring to the next meeting.

Mayor Oliver stated the Mayor of Bishops Cove sent a thank you to the Towns crew for the assistance on the fallen boulders. She thanks RPM for great job on leak detection and highly recommends their services. April 19-25th is volunteer week and thanked all the volunteers in the Town.

Adjournment

Mayor Oliver stated that the next meeting of Council as a whole will be May 6th ,2026 at 10am and Regular Council meeting will be May 12th ,2026 at 7:00 pm.

Motion #26-112 It was moved by Councillor Lundrigan, seconded by Councillor Smith, and carried that the meeting adjourn at 9:33 pm.

Mayor Oliver, Deputy Mayor Sheppard, Councillors Singleton, Newman, Smith, Sheppard and Lundrigan voted in favor of the motion.

Carried

Recorder
Andrea Sheppard

Mayor, Tammy Oliver