Mayor	Tammy Oliver	Town Hall
Deputy Mayor	Sherry Lundrigan	190 Conception Bay Highway
Councillors	Debbie Newman	Spaniard's Bay, NL A0A 3X0
	Darlene Stamp	709-786-3568
	Ann Marie Singleton	709-786-7273
	Terry Sheppard	www.townofspaniardsbay.ca
	Darren Smith	
Town Manager	Vanessa Higgins-Butler	Email: spaniardsbay@persona.ca

The Municipality of Spaniard's Bay

September 8, 2026

A meeting of Council took place on the above date with the following members in attendance: Mayor Oliver, Councillors Newman, Singleton, Stamp and Town Manager Vanessa Higgins. Councillor Smith was in attendance via phone. Deputy Mayor Lundrigan and Councillor Sheppard were absent. Visitors included Gerald Harris and Calvin LeDrew. All residents are invited to watch via Spaniard's Bay YouTube Channel. Mayor Oliver called the meeting to order at 7:00 pm and welcomed everyone.

Motion to Adopt Agenda

The agenda for the meeting of September 8, 2026 was tabled.

Motion #26-233 It was moved by Councillor Singleton, seconded by Councillor Newman, that the agenda of September 8, 2026, be adopted as presented.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Adoption of the Minutes

The minutes of the regular meeting August 11, 2026, was tabled.

Motion #26-234 It was moved by Councillor Newman, seconded by Councillor Singleton that the minutes of the meeting of August 11, 2026, be adopted as presented.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

The minutes of the Committee of a Whole meeting September 2, 2026, was tabled.

Motion #26-235 It was moved by Councillor Newman, seconded by Councillor Singleton that the minutes of the meeting of September 2, 2026, be adopted as presented.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Business Arising from the Minutes

1. Councillor Newman and Councillor Smith met with Brad Roberts regarding the clogged culvert between two properties in Northern Pines/Jack Pine Drive and stated that the cleaning of the culvert is the responsibility of the owner.

Town Manager's Report

1. To the best of my knowledge, we have no outstanding leaks

2. I was speaking with Englobe and they will be out to complete preliminary estimates for Capital Works Projects in the next few days

3. Request from Fire Department – FD was contacted about having their bonfire at a different location this year, Location is Don Smith's Pit on Jone's Road. Fire Chief is requesting Councils input as this could affect residents in the area and it would be Councils decision to change the location.

4. Also, I would like to welcome Councillor Stamp back to the Council for another term. She was the successful candidate in our By-election.

Motions arising from Town Managers Report

1. A discussion regarding the bonfire location was had amongst the Councillors. It was decided that Council would take a look at the location before a decision was made.

Committee Reports:
Finance Committee:

Accounts Payable

Motion #26-236 It was moved by Councillor Singleton, seconded by Councillor Newman, that Accounts Payables in the amount of $49,956.40 be paid as presented.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

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

Planning Committee

a. 20 Mercers Lane – New Garage

An application for a new garage at 20 Mercers Lane, Spaniard's Bay was tabled.

Motion #26-237 It was moved by Councillor Newman, seconded by Councillor Singleton to approve the garage extension at 20 Mercers Lane, 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, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

b. 23 Sheppard's Road – Garage Conversion

An application for a garage conversion at 23 Sheppard's Road, Spaniard's Bay was tabled.

Motion #26-238 It was moved by Councillor Newman, seconded by Councillor Singleton to approve the garage conversion at 23 Sheppard's Road, 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, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

c. 22A Back Cove Road South – Garage Extension

An application for a garage extension at 22A Back Cove Road South, Spaniard's Bay was tabled.

Motion #26-239 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to approve the garage extension at 22A Back Cove Road South, 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, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

d. 65 Bishops Cove Road – New Shed

An application in principle for a new shed at 65 Bishops Cove Road, Spaniard's Bay was tabled.

Motion #26-240 It was moved by Councillor Newman, seconded by Councillor Singleton to approve the new shed at 65 Bishops Cove Road, 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, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

e. 62 Pondside Road – New Shed Extension

An application for a new shed extension at 62 Pondside Road, Tilton was tabled. A discussion was had amongst the Councillors regarding the shed being in close proximity to the corner of the home (less than 6ft).

Motion #25-241 It was moved by Councillor Newman, seconded by Councillor Singleton to approve the new shed extension at 62 Pondside Road, Tilton under discretionary use.

Mayor Oliver voted not in favor.

Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

f. 15 Hunts Road – New House

An application for a new house at 15 Hunts Road, Spaniard's Bay was tabled.

Motion #25-242 It was moved by Councillor Newman, seconded by Councillor Singleton to approve in principle the new house at 15 Hunts Road, Spaniard's Bay with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations. The Municipal Enforcement Officer will check the pegs once they are in the ground.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

g. Brad Roberts Retirement Community

An copy of an email and property layout regarding Brad Roberts plan for a Retirement Community was tabled.

Motion #26-243 It was moved by Councillor Newman, seconded by Councillor Singleton to defer the plan pending more information and a development plan from the Developer.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Public Works

a. 27 Chipmans Road – Water Run-off Issues

Town Manager Vanessa Higgins informed the Council that the workers went in and filled the driveway. The area needs a new curb as it was removed for the installation of new culverts. Foreman Randy Davis went around and measured all curbs that need repair as well.

b. Maul Tree Hill – Road Widening

A discussion amongst the Council regarding a letter from a resident about the road widening of Maul Tree Hill. Councillor Newman states that it is not a road maintained by the Town and that it is the responsibility of the home owner should they want the road widened.

Motion #26-244 It was moved by Councillor Newman, seconded by Councillor Singleton to deny the request to have the road widened at Maul Tree Hill.

Councillor Stamp and Councillor Smith voted against

Mayor Oliver, Councillor Newman and Councillor Singleton voted in favor.

Carried

c. 7 Whalen's Road – Fence Damage

A letter and photo from a resident was reviewed by Council and a discussion regarding the damage took place. Councillor Smith stated that the posts on the fence are bent in.

Motion 26-#245 It was moved by Councillor Newman, seconded by Councillor Singleton to defer the decision until Public Works can get together and do a site visit.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Sand & Salt Quote – Don H. Smith Ltd

A quote from Don H. Smith Ltd for 450-500 tonne of Sand & Salt was tabled. Town Manager Vanessa Higgins explained to Council that the quote for 450-500 tonne from Don H. Smith Ltd. Was cheaper last year and this year than the quote from the Department of Highways.

Motion #26-246 It was moved by Councillor Singleton, seconded by Councillor Newman to accept the quote from Don H. Smith Ltd for Sand & Salt in the amount of $50.00 per tonne +HST.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Pump Quote – Avalon Industrial

A quote from Avalon Industrial for a new Electric Pump was tabled. The current pump is no longer working.

Motion #26-247 It was moved by Councillor Newman, seconded by Councillor Singleton to accept the quote from Avalon Industrial for a new Electric Pump in the amount of $599.99 +HST.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Surveillance Cameras

The topic of surveillance cameras and ATIPP was tabled. Councillor Stamp provided an email from the Office of the Information and Privacy Commissioner regarding ATIPP and the use of surveillance cameras in wooded areas within the Town and a lengthy discussion was had amongst the Council. Town Manager Vanessa Higgins stated that illegal dumping is a reason to have cameras in certain areas of the Town where illegal dumping is a problem. The creation of a By-Law was discussed, and Councillor Stamp stated the need for cameras in wooded areas need to have probable cause for them. Town Manager Vanessa Higgins stated that she would have to be appointed the ATIPP Coordinator.

Motion #26-248 It was moved by Councillor Stamp, seconded by Councillor Singleton to appoint Town Manager Vanessa Higgins as ATIPP Coordinator.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Economic Development

The topic of Economic Development was tabled.

A lengthy discussion regarding Economic Development and Growth within the Town was discussed amongst the Council. Councillor Stamp recommended having a discussion about setting up an Advisory Committee to help promote the Town and the businesses within the Town.

Motion #26-249 It was moved by Councillor Stamp, seconded by Councillor Newman to start an initial review of Economic Development.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Committee of a Whole

The top of Committee of a Whole meetings was tabled, and a lengthy discussion was had amongst Council.

Councillor Stamp states that Committee of a Whole meetings are good in principal, only when absolutely necessary.

Motion #26-250 It was moved by Councillor Stamp, seconded by Councillor Singleton to defer the discussion with a full attendance of Council.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Northern Cove Pond Road – Traffic Calming

The topic of Traffic Calming measures on Northern Cove Pond Road was tabled after a previous deferral from the last meeting.

A lengthy discussion was had amongst the Council regarding the minimal responses from residents of Northern Cove Pond Road. Due to not meeting the required 60% of support as stated in the Policy, Councillor Stamp stated a further discussion needs to be had before tabling the topic for 2 years.

It was decided that the topic would be tabled pending a full Council discussion.

Donations

U11 Bulldogs AA Team

A letter requesting a donation from the U11 Bulldogs AA Team for out of province games was tabled.

Motion #26-251 It was moved By Councillor Newman, seconded by Councillor Singleton to approve a donation of $100.00 for the U11 Bulldogs AA Team for out of province travel.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Kids Eat Smart Foundation

A letter/flyer requesting a donation and to take part in the Radiothon for the Kids Eat Smart Foundation was tabled.

Motion #26-252 It was moved By Councillor Singleton, seconded by Councillor Newman to approve a donation of $100.00 that will go directly to Holy Redeemer Elementary for the Kids Eat Smart Foundation.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Other Business

Councillor Stamp thanks everyone for the support and welcoming her back for another term on Council.

Councillor Stamp discussed that budget time is coming up and would like to take some time to go through the cost portion of financial statements and major expenditures and to look at a policy for infrastructure priorities that Tow Manager Vanessa Higgins can budget around those policies.

Councillor Smith asked about ditching in areas of Northern Pines. Town Manager Vanessa Higgins explained that none of those access points are turned over to the Town yet – only the road, Jack Pine Drive.

Councillor Newman welcomes back the students and staff into the new school year as well as thanking the staff and workers at the Council Office for all their hard work all summer.

Councillor Singleton welcomes back the students and staff into the new school year as well. Wondering about parts for the fire hydrants, Town Manager Vanessa Higgins states that parts are in and there will be work being completed tomorrow. Halloween is approaching, please reach out if you would like to volunteer or help. Recreation Director Debbie Sheppard has a meeting coming up on Thursday, September 10th for adults only – no teen/child volunteers for this meeting. Please slow down and be mindful of busses and children.

Adjournment

Mayor Oliver stated that the next meeting of Committee of a Whole will be October 7th at 10:00 a.m. and the Regular Meeting will be October 13th at 7:00 p.m.

Motion #26-253 It was moved by Councillor Singleton, seconded by Councillor Newman, and carried that the meeting adjourn at 8:27 p.m.

Mayor Oliver, Councillors Singleton, Newman, Stamp and Smith voted in favor of the motion.

Carried

Recorder
Kaitlyn Hookey

_____
Mayor, Tammy Oliver