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

The Municipality of Spaniard's Bay

October 13, 2026

A meeting of Council took place on the above date with the following members in attendance: Mayor Oliver, Deputy Mayor Lundrigan, Councillors Newman, Stamp and Clerk II Andrea Sheppard. Councillor Sheppard was in attendance via phone. Councillor Smith was absent. Visitors included Gerald Harris, Bill Whalen, and Robert Lundrigan. 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 October 13, 2026 was tabled.

Motion #26-254 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman, that the agenda of October 13, 2026, be adopted as presented.

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

Carried

Adoption of the Minutes

The minutes of the regular meeting September 8, 2026, was tabled.

Motion #26-255 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman that the minutes of the meeting of September 8, 2026, be adopted as presented.

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

Carried

Business Arising from the Minutes

1. Councillor Stamp discussed the motion 26-249 regarding Economic Development. Town Manager Vanessa Higgins reached out to Service Canada and the flyers that were dropped off to the office are not related to Economic Development. Councillor Stamp requested a meeting to discuss and look at creating a committee/advisory group. Councillor Stamp will email a few different dates out via email.

Town Manager's Report

Town Manager is away. No Report.

Committee Reports:
Finance Committee:

Accounts Payable

Motion #26-256 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman, that Accounts Payables in the amount of $68,819.20 be paid as presented.

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

Carried

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

Planning Committee

a. 6-8 Perrys Hill – New Garage

An application for a new garage at 6-8 Perrys Hill, Spaniard's Bay was tabled.

Motion #26-257 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to conditionally approve the new garage at 6-8 Perrys Hill, Spaniard's Bay pending new measurements required to be minimum of 6m Frontage, 2m Side Yard, and 9m Rear yard, 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 Lundrigan, Councillors Newman, Stamp and Sheppard voted in favor of the motion.

Carried

b. Brad Roberts Development – Phase 3

An application for Brad Roberts Development, Phase 3 was tabled.

Motion #26-258 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to approve in principal Phase 3 Brad Roberts Development based on the drawings only 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 Lundrigan, Councillors Newman, Stamp and Sheppard voted in favor of the motion.

Carried

c. 24 Ridge Road – Shed Extension

An application for a garage extension at 24 Ridge Road, Spaniard's Bay was tabled. Mayor Oliver declared a conflict of interest in accordance with section 5(1)(b) of the Municipal Code of Conduct as she is related to the property owner.

Mayor Oliver removed herself at 7:07 p.m.

Motion #26-259 It was moved by Councillor Newman, seconded by Councillor Stamp to approve the garage extension at 24 Ridge 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.

Deputy Mayor Lundrigan, Councillors Newman, Stamp and Sheppard voted in favor of the motion.

Carried

Mayor Oliver returned at 7:08 p.m.

d. 157 Bishops Cove Road – New Shed

An application in principle for a new shed at 157 Bishops Cove Road, Spaniard's Bay was tabled.

Motion #26-260 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to approve the new shed at 157 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, Deputy Mayor Lundrigan, Councillors Newman, Stamp and Sheppard voted in favor of the motion.

Carried

Public Works

a. Ryans Road – Take Over

A lengthy discussion was had amongst the Council regarding the take over of Ryans Road. Councillor Sheppard suggested making a motion to begin Phase 1 of the road take over. Deputy Mayor Lundrigan noted that she may be in a conflict of interest due to her husbands relative living on Ryans Road. Councillor Stamp researched the act and noted that Deputy Mayor Lundrigan would not be in conflict as it is not an immediate relative.

Motion #26-261 It was moved by Councillor Stamp, seconded by Councillor Newman that Deputy Mayor Lundrigan is not in conflict with the Ryans Road take over.

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

Carried

Concerns about the drainage issues were discussed. Councillor Sheppard suggested adding Class A for now to help with potholes and drainage issues.

Motion #26-262 It was moved by Councillor Sheppard, seconded by Councillor Stamp to begin phase 1 of the Ryans Road take over.

Mayor Oliver, Deputy Mayor Lundrigan and Councillor Newman voted against. Councillor Sheppard and Councillor Stamp voted in favor.

Motion Denied

b. 7 Whalen's Road – Fence Damage

A second discussion was had amongst the Council regarding the fence damage at 7 Whalen's Road. Councillor Sheppard mentioned a grace period being given due to the policy only coming into effect a few weeks prior to this submission. Deputy Mayor Lundrigan suggested distributing the snow evenly to both sides of that road this upcoming winter.

Motion #26-263 It was moved by Councillor Sheppard, seconded by Councillor Stamp to have our Public Works employees repair the damaged fence.

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

Carried

c. 36-42 Back Track – Fence Replace

A letter was reviewed by Council and a discussion regarding the damage took place. Councillor Sheppard stated that he visited the area and the fence is not in the greatest condition due to rotting and the age of the fence.

Motion 26-#264 It was moved by Councillor Sheppard, seconded by Councillor Newman to repair the original portion of fence that was damaged.

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

Carried

Curb & Gutter Quote – GCL Cement Finishing

A quote from GCL Cement Finishing for curb and gutter was tabled. Council discussed that the repairs of the curb and gutter around Spaniard's Bay was almost complete.

Motion #26-265 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Sheppard to accept the quote from GCL Cement Finishing for curb and gutter in the amount of $37,950.00 +HST

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

Carried

By-Election

Mayor Oliver stated that Councillor Singleton had stepped down and thanked her for her service. A discussion amongst Council was had stating the dates for the upcoming Election.

Motion #26-266 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to appoint Andrea Sheppard as Alternate Returning Officer.

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

Carried

Motion #26-267 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to have Election Day on December 1, 2026.

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

Carried

Motion #26-268 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman to have Nomination Day on October 29, 2026 from 8:00 a.m. to 8:00 p.m.

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

Carried

Motion #26-269 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman to have the Advanced Poll on November 28, 2026.

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

Carried

Equipment Purchase – Department Transportation and Infrastructure

Dept. of Transportation held a vehicle sale and a truck and trailer were inquired about for purchase for Public Works. A confirmation letter was received by email regarding the approval of purchase for the truck and trailer in the amount of $1000.00 each.

Motion #26-270 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to purchase the two pieces of equipment – a truck and trailer in the amount of $2000.00. ($1000.00 each).

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

Carried

Tilton Playground

The topic of Tilton Playground was tabled.

Mayor Oliver stated that this past weekend there was movement on the completion of Tilton Playground. The company had come out and began operations. Mayor Oliver asked residents to be patient and Councillor Stamp suggested the office giving an update via Facebook to keep the residents of Tilton informed on the progress.

Wharf Committee

The topic of Wharf Committee was tabled and a lengthy discussion was had by Council regarding the dismantle of the committee. Mayor Oliver stated that the liaison for the Wharf was not present (Councillor Smith) but that multiple meetings had been requested for the Wharf Committee and none had been held in over a year. There is concerns regarding the floating docks still in the water and they need to be removed before Winter.

Motion #26-271 It was moved by Councillor Stamp, seconded by Councillor Newman to dismantle the Wharf Committee for now, with changes possible in the Spring.

Mayor Oliver, Deputy Mayor Lundrigan, Councillors Newman and Stamp voted in favor of the motion.

Councillor Sheppard voted against.

Carried

Northern Cove Pond Road

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

Deputy Mayor Lundrigan declared a conflict of interest in accordance with section 5(1)(b) of the Municipal Code of Conduct as the resident is his relative and stepped away at 7:51 p.m. Councillor Stamp stated that the Town would be negligent if nothing was done and Traffic Calming measures were tabled for two years. Mayor Oliver pointed out that we have a policy in place for a reason, a letter and Voyent Alert were sent to the residents of Northern Cove Pond Road asking a specific questions of speed bumps, and the feedback was not met.

Motion #26-272 It was moved by Councillor Stamp, seconded by Councillor Sheppard to install 2 speed bumps on Northern Cove Pond Road with exact location to be determined.

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

Mayor Oliver voted against.

Carried

Hunts Road – Drainage Issues

A discussion regarding the drainage issues on Hunts Road was tabled and a lengthy discussion was had by Council. Mayor Oliver stated Environmental was contacted and they stated it was not a harmful substance. There is no test to confirm if it is sewage, but test dye packs were given to residents and it was determined that there was no evidence of the drainage coming from Town infrastructure.

Motion #26-273 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman that the responsibility of the drainage issues are of the residents.

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

Carried

Amplify Grant

The topic of the Amplify Grant and the person hired was tabled.

Motion #26-274 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman to accept Noah Murray for the Amplify Grant.

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

Carried

Bonfire Night

A discussion regarding a resident offering their personal pit in the middle of Town to host Bonfire Night was tabled. Deputy Mayor Lundrigan stated it wasn't a good idea as the pit has a lot of houses nearby, and Councillor Sheppard stated that the fire department said it poses a lot of risks.

Motion #26-275 It was moved By Councillor Stamp, seconded by Councillor Newman to respectfully decline the offer to use a resident's personal pit, and that Bonfire Night will remain at its current location.

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

Carried

Maintenance Job Position

A discussion of a letter received by a resident previously hired by the Town on a grant was tabled.
Councillor Sheppard declared a conflict of interest in accordance with section 5(1)(b) of the Municipal Code of Conduct as the resident is his relative.
Councillor Sheppard removed himself from the conversation at 8:15 p.m.

Mayor Oliver stated that a request for extension of hours/work was received and they previously discussed extending, however the grant had ended.
Motion #26-276 It was moved By Councillor Stamp, seconded by Deputy Mayor Lundrigan to deny the request from the resident based on various reasons. (ie; Maintenance is a unionized position).

Mayor Oliver, Deputy Mayor Lundrigan, Councillors Newman, and Stamp voted in favor of the motion.

Carried

Councillor Sheppard returned at 8:19 p.m.

Animal Control Contract

A letter received regarding the proposal of a new 3-year contract for Animal Control was tabled and a discussion was had by Council.
Motion #26-277 It was moved By Councillor Newman, seconded by Deputy Mayor Lundrigan to defer to Finance Committee for further discussion.

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

Carried

Municipal Capital Works Application

A note regarding the application for the Municipal Capital Works project was tabled. The application applied for various water/sewer projects in the amount of $5,574,544.35 HST included, with the Town of Spaniard's Bay providing it's share of the cost-shared funding in the amount of $557,454.44.
Motion #26-278 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman to approve the Municipal Capital Works Application as presented.

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

Carried

Letters

Resident of New Harbour Road – Crosswalk Request

A letter from a resident on New Harbour Road regarding the installation of a Crosswalk was tabled.

Councillor Stamp stated that the Planning Committee conducted a site visit and determined that the area is too high risk in that it is on a hill and that a speed table would be possible pending the 3 phases of having the speed camera installed. Deputy Mayor Lundrigan stated it would be more dangerous to have a crosswalk in that area.

Motion #26-279 It was moved by Councillor Stamp, seconded by Deputy Mayor Lundrigan to deny the request for a crosswalk on New Harbour Road.

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

Carried

Permits

a. **24 Brazil's Hill – New Shed**

An application for a new shed on 24 Brazil's Hill, Spaniards Bay was tabled.

Motion #26-280 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to deny the application for the new shed on 24 Brazil's Hill, Spaniards Bay due to it being on a vacant lot and not in the same area as the residential dwelling in accordance with 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 Lundrigan, Councillors Newman, Stamp and Sheppard voted in favor of the motion.

Carried

b. **31-37 Church Hill – Apartment Conversion**

An application for an apartment conversion at 31-37 Church Hill, Spaniards Bay was tabled.

Motion #26-281 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan to defer the application for 31-37 Church Hill, Spaniards Bay pending a discussion from the Planning Committee due to the submission coming in late.

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

Carried

Donations

a. **Trinity Conception Placentia Health Foundation**

Motion #26-282 It was moved by Councillor Newman, seconded by Deputy Mayor Lundrigan give a donation to the Trinity Conception Placentia Health Foundation in the amount of $1000.00. This is money that is raised throughout the year in the office.

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

Carried

Other Business

Deputy Mayor needed a motion made for the members of Council to travel to St. John's in November for the MNL Conference, Trade Show and AGM.

Motion #26-283 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Newman to approve travel and accommodations to the MNL Conference, Trade Show and AGM on November 5 – 7, 2026.

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

Carried

Deputy Mayor Lundrigan spoke to the Recreation Director about the second set of bleachers not arriving. First set hasn't been moved yet and it was suppose to be moved this past Spring. Mayor Oliver suggested asking our Public Works workers to see about moving the bleachers.
Deputy Mayor Lundrigan wanted to remind residents that the Haunted House is coming up beginning October 23, 2026 and it'll be held downstairs behind the Town Office.
Councillor Newman says All Saints is hosting a Pray and Praise on October 25 at 3:00 p.m. and a lunch is included following the service.
Councillor Stamp made a request to have some ditching completed on Ridge Road, Andrea Sheppard explain that it is already on the list to be completed. Councillor Stamp also wanted to remind residents of Northern Cove Pond Road to call the office with any questions or concerns they have, as well as ensuring the office adds updates to the Town Facebook page.
Councillor Sheppard believes the residents of Ryans Road were done unfairly. He encourages the residents to contact Municipal Affairs and they have his full support in the matter.
Mayor Oliver reminding residents that the budget meetings are coming up and encourages residents to submit anything they want included in the budget for next year. As well, Halloween is coming up, please be mindful of the kids on Halloween night.

Adjournment

Mayor Oliver stated that the next meeting of Committee of a Whole will be November 4th at 10:00 a.m. and the Regular Meeting will be November 10th at 7:00 p.m.

Motion #26-284 It was moved by Deputy Mayor Lundrigan, seconded by Councillor Stamp, and carried that the meeting adjourn at 8:44 p.m.

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

Carried

Recorder
Kaitlyn Hookey

_____
Mayor, Tammy Oliver