

Mayor Paul Brazil
Deputy Mayor – Tammy Oliver
Councillors – Eric Jewer
Sheri Lundrigan
Debbie Newman
Darlene Stamp

Town Mgr. - Tony Ryan

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The Municipality of Spaniard's Bay

June 3, 2025

A meeting of Council took place on the above date with the following members in attendance: Mayor Brazil, Deputy Mayor Oliver, Councillors Lundrigan, Newman, Jewer and Stamp along with acting Town Manager Vanessa Higgins. Visitors included Debbie Sheppard, Gerald Harris and Olivia Bradbury from Shoreline. All residents are invited to watch via Spaniard's Bay Facebook page Live. Mayor Brazil called the meeting to order at 7:02 pm and welcomed everyone.

Motion to Adopt Agenda

The agenda for the meeting of June 3, 2025 was tabled. Councillor Stamp added Public Works item 5 D, Seawall & 5 E Recreation, private parties.

Motion #25-107 It was moved by Councillor Jewer, seconded by Councillor Lundrigan, that the Agenda of June 3 2025 be adopted as amended.

Carried

Adoption of the Minutes

The minutes of the regular May 6, 2025 meeting was tabled.

Motion #25-108 It was moved by Councillor Stamp, seconded by Councillor Newman that the minutes of the meeting of May 6, 2025 be adopted as presented.

Carried

Town Manager's Report

- To the best of our knowledge there are no outstanding leaks
- Attached to my report are quotes from C&N Autobody for line painting & pavement sealing for the town hall and Fire Hall.
- Attached to my report is a permit for a new garage at 6 Finn's Lane.
- I had a call from Holy Redeemer inquiring about the Harold Gosse Memorial Award that we give every year at the school. I need a motion to do this again this year.

Motions arising from the Town Manager's Report

Motion #25-109 It was moved by Councillor Stamp, seconded by Councillor Lundrigan to accept the quotes for parking lot sealing & lines from C & N Autobody.

There was a discussion amongst council on the cost increase and agree to get more quotes before making a decision.

The motion was defeated.

Carried

Motion #25-110 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan, to grant approval for a new garage at 6 Finn's Drive, Spaniards Bay in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Motion #25-111 It was moved by Councillor Lundrigan, seconded by Councillor Stamp to approve \$100 for the Harold Gosse Memorial Award for the Holy Redeemer School.

Carried

Committee Reports:

Finance Committee:

Accounts Payable

Motion #25-112 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan, that Accounts Payables in the about of \$67,791.64 be paid as presented.

Carried

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

Financial statements for Fire Department, Recreation, Wharf and Heritage were tabled.

Motion #25-113 It was moved by Councillor Jewer, seconded by Councillor Stamp to accept the financial statement for the Spaniard's Bay Fire Department as presented. in accordance with the Code of Conduct Act

Carried

Councillor Lundrigan declared conflict of interest in accordance with the Code of Conduct Act as she had expenses with Recreation. She left seat 7:13pm.

Motion #25-114 It was moved by Councillor Stamp, seconded by Deputy Mayor Oliver to accept the financial statement for the Spaniard's Bay Recreation Committee as presented.

Carried

Councillor Lundrigan returned 7:14pm

Deputy mayor asked council to decide if she was in conflict of the Wharf Committee statements.

Motion #25-115 It was moved by Councillor Lundrigan, seconded by Councillor Newman that Deputy Mayor Oliver was not in conflict.

Carried

Motion #25-116 It was moved by Deputy Mayor Oliver, seconded by Newman to accept the financial statement for the Wharf Committee as presented.

Carried

Deputy Mayor Oliver declared conflict of interest in accordance with the Code of Conduct Act as she had expenses with Heritage Committee. She left seat 7:16pm.

Motion #25-117 It was moved by Councillor Jewer, seconded by Stamp to accept the Financial Statement for the Heritage Committee as presented.

Carried

There was a discussion on lack of committee members and encourage residents to volunteer.

Deputy Mayor Oliver returned 7:20pm

Planning Committee

153 Seymours Road – New House

Motion #25-118 It was moved by Deputy Mayor Oliver, seconded by Councillor Newman to approve a new home at 153 Seymours Road, Spaniard's Bay in principle. The applicant will need to submit another application to ensure position of new home doesn't fall in the Residential Subdivision Area and if plan to build on that they will need to request re-zoning. The resident will be responsible for own well and septic.

Carried

125-129 New Harbour Road – New Duplex

Motion #25-119 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan, to grant approval for a new duplex at 125-129 New Harbour Road, Spaniard's Bay in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Public Works

Caseys Lane

Quote 26-28 Caseys Lane

2 quotes were accepted for the work to be completed at 26-28 Caseys Lane.

Motion #25-120 It was moved by Councillor Stamp, seconded by Councillor Newman to accept Triple V's quote of \$1,035.00 to complete repairs at 26-28 Caseys Lane, Spaniard's Bay as presented.

Carried

Council discussed the need to confirm with the resident that it's ok to go on the property.

Tender, Caseys Lane

Councillor Lundrigan declared a conflict of interest as this is her property in accordance with the Code of Conduct Act. She left her seat 7:34pm

Motion #25-121 It was moved by Councillor Stamp, seconded by Deputy Mayor Oliver to call a Tender for repair drainage issue at the 2 properties on Caseys Lane on change order #5.

Carried

All Council were in favor, Councillor Lundrigan did not vote.

Councillor Lundrigan returned 7:38pm

Seawall

Councillor Stamp stated still waiting on quotes for grant application to help repair the Back Cove Rd Seawall. She inquired if can be looked at under Capital Works project. Councillor Jewer advised that it's a prioritized list as Rocky Pond Road is this year's project and Chipman's Road is on the list as well.

Recreation Committee

Councillor Stamp asked about changing the Towns no alcohol policy for the Committees.

Motion #25-118 It was moved by Councillor Stamp, seconded by Councillor Lundrigan to change the no alcohol policy.

Council discussed the pros and the cons. More discussion will be needed. Councillor Stamp withdrew the motion.

Voyant Alert

Council had a Zoom meeting with Voyant Alert to discuss the system that will enable the Town to send alerts and updates to residents. Council agrees would be an asset but concerned with ease of use. There is a 30day trial that they can avail of before committing to the yearly package.

Motion #25-119 It was moved by Deputy Mayor Oliver, seconded by Councillor Stamp to do the 30-day Voyant Alert trial and reassess after that time.

Carried

Property Clean up Notices

A letter of notice was tabled for properties that need to be cleaned up. It is a standard letter that would be delivered by the Enforcement Officer. Council will have the Officer evaluate the properties and then assess the list and see what properties need a letter.

Motion #25-120 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan to have the Enforcement Officer provide Council with a list of properties that need clean up and once assessed letters to be delivered to the property owners.

Carried

Tilton Playground

Deputy Mayor Oliver advised of the broken guard rails around the Tilton playground area. Councillor Lundrigan spoke of the swings that need new chains. The required work will be added to the Public Works list.

Elections

1. **Appointment of Alternate Returning Officer.** Motion must be made for each Municipal Election appointing this individual. The senior office clerk was appointed in each of the last 5 elections. I need a motion to appoint Andrea Sheppard as the Alternate Returning Officer.

Motion #25-121 It was moved by Councillor Stamp, seconded by Deputy Mayor Oliver to appoint Andrea Sheppard as the Alternate Returning Officer.

Carried

2. **Nomination Period.** Council has the option of having one day for nominations or more than 1 day. In the event that there is one day it will be Thursday, September 04,2025 from 8am to 8pm. If more than 1 day is chosen it must be between 9 am and 4 pm each selected day. The current practice is for 1 day. I require a motion to set the Nomination Day/Period.

Motion #25-122 It was moved by Councillor Stamp, seconded by Deputy Mayor Oliver to set Nomination Day as September 4,2025 at 8am to 8pm at the Town Office.

Carried

3. **Advance Poll.** Council has the option of having an advance poll or not. If it decides to have advanced poll it must also decide when and where. If more than 1 advance poll date then at least one of them has to be on Saturday, September 27, 2025. Current practice is to have just 1 Advance Poll and that the poll date is the Saturday before election day (September 27, 2025 in this case) and was held at the Municipal Centre during the last election.

Motion #25-123 It was moved by Councillor Stamp, seconded by Deputy Mayor Oliver to set Advanced Polls on September 27, 2025 from 8:00am to 8:00pm at the Town Office in the Avalon Room.

Carried

4. **Election for Mayor.** Council has the option to have a separate ballot for the election of mayor or to elect a mayor from the Councillors elected at large. For the last number of years we have held separate elections for mayor. If the current practice is to remain then no motion is necessary. If it is the wish of Council to change this practice, then it will require a 2/3 majority of the Councillors in Office (2/3 of Councillors in office is 4)

Motion #25-124 It was moved by Councillor Jewer, seconded by Councillor Newman to have separate ballots for the election of Mayor.

Carried

Three Way Stops/Speed Bumps

Councillor Stamp asked when the 3-way stop was going to be placed on Pondsides Road. She requested that the speed bumps be put back in place until that time. Council agreed that the signs need to be erected, but not in favor of installing the speed bumps as new policy states no use of speed bumps in the Town.

Motion #25-125 It was moved by Councillor Stamp, seconded by Councillor Lundrigan to replace the speed bumps until the signs are erected.

Councillor Stamp was in favor, Mayor Brazil, Deputy Mayor Oliver, Councillor Newman, Lundrigan and Jewer were not in favor. The Motion was defeated.

Defeated

Letters

Resident of Ridge Road- Curb Issues

A letter was tabled from a resident of Ridge Road as waiting for curb to be fixed. Council discussed that the town has numerous areas that need curb and gutter work. Mayor Brazil stated the Office will seek quotes to have the curb and gutter issues in the town fixed.

Permits

Application for a Shed – 6C The Battery

An application was tabled for a new shed at 6C The Battery, Tilton

Motion #25-126 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan to grant approval for a new shed at 6C The Battery, Tilton Bay in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Application for a New Garage 9 Singletons Lane, Tilton

An application was tabled for a new garage at 9 Singletons Lane, Tilton.

Motion #25-127 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan to grant approval for a new garage at 9 Singletons Lane, Tilton in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Application for a New Porch 55 Brazils Hill, Spaniards Bay

An application was tabled for a new porch at 55 Brazils Hill, Spaniard's Bay

Motion #25-128 It was moved by Deputy Mayor Oliver, seconded by Councillor Newman, to grant approval for a new porch at 55 Brazils Hill, Spaniard's Bay in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Application for a New Shed 5 Gullies Road, Spaniards Bay

An application was tabled for a new Shed at 5 Gullies Road, Spaniard's Bay

Motion #25-129 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan to grant approval for a new shed at 5 Gullies Road, Spaniard's Bay in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Application for a New House 64 Crane's Road, Spaniards Bay

An application was tabled for a new house at 64 Cranes Road, Spaniard's Bay

Motion #25-130 It was moved by Deputy Mayor Oliver, seconded by Councillor Lundrigan to grant approval for a new house at 64 Cranes Road, Spaniard's Bay with the stipulations that the side of the house facing cranes road has a house front appearance, and that no permanent structures will be permitted due to limited space and that no building will be allowed on the water line easement of 15 metres. Also, in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Application for a New House 62-64 Back Track, Tilton

An application was tabled for a new house 62-64 Back Track, Tilton

Motion #25-131 It was moved by Deputy Mayor Oliver, seconded by Councillor Newman to grant approval for a new house at 62-64 Back Track, Tilton in accordance with the provisions of the Town of Spaniard's Bay Development Regulations and/or all other applicable Provincial and Federal Regulations.

Carried

Donations

Special Olympics – Tri Con Gentle Giants

A donation request from the Tri con Special Olympics was tabled.

Motion #25-232 It was moved by Councillor Newman, seconded by Councillor Jewer to approve the standard donation of \$25.00 to the Tri-Con Special Olympics as presented.

Carried

Provincial soccer Teams – Pei & Nova Scotia

A donation request in aid of two children selected for provincial Soccer teams travelling out of province was tabled.

Motion #25-233 It was moved by Councillor Jewer, seconded by Councillor Lundrigan approve \$200 for the Bartlett family for Team NL Soccer travel team.

Carried

Other Business

Councillor Stamp mentioned that ditching in town needs to begin. She mentioned the nice park the Barrett family are erecting by Rocky Pond Road. She stated the workers are doing a great job this year and wished all residents a safe start to their summer.

Councillor Lundrigan thanked all applicants for the summer positions and welcomed the students that were selected. She said the guard rails by the storage units need to be repaired and wondered if part of Department of Highways and was informed it was not the towns responsibility. She reminded Public Works that the flags need to be put up in the parks.

Councillor Newman reminded residents of the Canada celebrations at the Field this year from 2-4pm July 1st 2025. Lots of fun events and encouraged volunteers to helpout. She wished staff & students a happy summer and wished all the fathers a Happy Fathers Day.

Councillor Jewer reminded everyone kids will be out for summer soon and to drive safe. He also reminded residents to clean up after their pets.

Deputy Mayor Oliver inquired about the ditching in Tilton and hopes department of Highways will continue to clean up the mess as unsightly. She thanked the volunteers for clean up day and that 60 bags were collected. She encouraged residents to keep the town clean. She stated elections is October 2nd and encouraged residents to consider running.

Mayor Brazil stated that himself and acting Town Manager has a meeting with Synergy, and they conduct an evaluation of electricity usage with sensors. They will then report back with recommendations and apply for FMC grants to have some of the upgrades completed to make the towns services more efficient.

Adjournment

Deputy Mayor Oliver stated that the next meeting of Council will be Wednesday, July 3rd ,2025, at 7:00 pm.

Motion #25-234

It was moved by Councillor Stamp, seconded by Councillor Lundrigan, and carried that the meeting adjourn at 9:00pm.

Carried

Recorder
Andrea

Mayor, Paul Brazil