

**Town of Bay Roberts  
Minutes of Regular Council Meeting  
Tuesday, January 21<sup>st</sup>, 2025**

Sixty-Second Meeting of the Nineteenth Town Council  
Town Hall, 321 Water Street, Bay Roberts, NL

**PRESENT:**

Mayor Walter Yetman  
Deputy Mayor Geoff Seymour  
Councillor Frank Deering  
Councillor Silas Badcock  
Councillor Perry Bowering  
Councillor Dean Franey

Dave Tibbo, Interim CAO  
Christine Bradbury, Town Clerk  
Sean Elms, Director of PWTS  
Ron Delaney, Director of Tourism/Eco Dev.

Absent: Councillor Ross Petten

VISITORS AND PRESENTATIONS

Winners of the Awards for the Bay Roberts Lions Santa Claus Parade and Winner of the Lamination Parade and the representative of the Bay Roberts Lions Club were present at the meeting to present each of the following:

***Bay Roberts Lions Santa Claus Parade Winners***

Overall	Creative Edge Dance Company
Commercial	Churchills Home Hardware
Not-for-profit	Clarke & Peddles Families
Dance/Walking Group	Ascension Collegiate Cheer Team

***Bay Roberts Illumination Parade Winners***

Overall	Foodland
Commerical	Littlejohn's Plumbing, Heating & Electrical
Not-for-profit	Paul Sanders
Dance/Walkers	Bay Roberts Fire Department

CALL MEETING TO ORDER

Mayor Yetman called the meeting to order at 7:20 p.m.

AGENDA / MINUTES

**Adoption of Agenda – January 21, 2025**

**Motion 2025 – 1169                      Franey/Seymour**

Resolved, that regular meeting agenda for January 21<sup>st</sup>, 2025 is accepted as presented.

Carried Unanimously

**Approval of Minutes of the Meeting December 10, 2024**

**Motion 2025 – 1170                      Deering/Badcock**

Resolved, that regular meeting minutes for December 10<sup>th</sup>, 2024 be adopted as presented.

Carried Unanimously

COMMITTEE REPORT/OTHER MEETINGS/NEW BUSINESS

*Recommendations of Committee of the Whole January 7<sup>th</sup>, 2025*

**9 Fox Place Extension – Residential Dwelling Application**

**Motion 2025 – 1171                      Franey/Deering**

Resolved, that the Residential Dwelling Application for Fox Place Extension be denied as the developers were aware that the infrastructure on this road cannot accommodate any further development, the developer completely disregarded this, and the conditions of the Permit issued for the residential dwelling and the accessory building permit.

Carried Unanimously

**Reimbursement for Tire Damage – Country Road**

**Motion 2025 – 1172                      Seymour/Franey**

Resolved, that the reimbursement request for tire damage who claims happened around 153 Country Road by a resident in the Town is denied, as the Department of Public Works makes every effort to repair potholes when seen and/or reported.

Carried Unanimously

**12 Eric Dawe Drive – Order to Cleanup Property**

**Motion 2025 – 1173                      Badcock/Bowering**

Resolved, that Council issue an Order to the property owner of 12 Eric Dawe Drive, for demolition and cleanup of the property, Further, if not completed within a specified number of days, the Town will have it completed and charge to the property owner accordingly.

Carried Unanimously

**Crosswalks – Remembrance Theme**

**Motion 2025 – 1174                      Deering/Badcock**

Resolved, that Council will ensure that in the Spring of 2025, some crosswalks will be done in a Remembrance theme to honor our Veterans. It is recommended to place at least one in Coley’s Point, Shearstown and Bay Roberts.

Carried Unanimously

**Tire and Rim Damage Reimbursement Request – Butlerville Road**

**Motion 2025 – 1175                      Franey/Seymour**

Resolved, that Council denies the reimbursement request for damage done to a tire and rim which claims to have happened on Butlerville Road. The Department of Public Works makes every effort to repair potholes in our Town when seen or reported.

Carried Unanimously

**Committee of the Whole Minutes - January 7<sup>th</sup>, 2025**

**Motion 2025 – 1176                      Badcock/Bowering**

Resolved, that Council approve the Committee of the Whole Minutes for the meeting held on January 7, 2025 as presented to Council.

Carried Unanimously

***Recommendations from the Closed Meeting of January 16, 2025***

**2023 Financial Statements and Auditors Report**

**Motion 2025 – 1177                      Franey/Seymour**

Resolved, that Council adopt the 2023 Financial Statements and Auditors Report as presented.

Carried Unanimously

**2023 Gas Tax Annual Expenditure Report**

**Motion 2025 – 1178                      Franey/Badcock**

Resolved, that Council adopt the 2023 Gas Tax Annual Expenditure Report as presented.

Carried Unanimously

**Byron Smith Chartered Accountants – Appointment**

**Motion 2025 – 1179                      Deering/Franey**

Resolved, that Council, appoint Byron Smith Chartered Accountants as the auditor for 2024.

Carried Unanimously

**Interim CAO – Permanent Appointment**

**Motion 2025 – 1180                      Seymour/Badcock**

Resolved, that Council appoint Dave Tibbo, current Interim CAO, to the permanent position as Chief Administrative Officer on the terms and conditions of his employment contract.

Carried Unanimously

**Minutes of the Closed Meeting – January 16<sup>th</sup>, 2025**

**Motion 2025 – 1181                      Deering/Bowering**

Resolved, that Council approved the Minutes of the Closed Meeting of January 16<sup>th</sup>, 2025 as presented.

Carried Unanimously

***Recommendations from the Closed Meeting of January 21<sup>st</sup>, 2025***

**Director of Protective Services – Hire**

**Motion 2025 – 1182                      Badcock/Bowering**

Resolved, that Council hire Gregory Squires in the position of Director of Protective Services as per the terms and conditions of his employment contract.

Carried Unanimously

**New Hire – Director of Recreation**

**Motion 2025 – 1183                      Franey/Bowering**

Resolved, that Council approve the recruitment process and hiring of a new Director of Recreation.

Carried Unanimously

**New Hire – Manager of Finance and Procurement**

**Motion 2025 – 1184                      Badcock/Deering**

Resolved, that Council approve the recruitment process and hiring of the position of Manager of Finance and Procurement. Further, that the hire of a Marketing and Communications Coordinator be deferred until Budget year 2026.

Carried Unanimously

NEW BUSINESS AND STAFF REPORTS

**Accounts Payable – December 2024**

**Motion 2025 – 1185                      Seymour/Franey**

Resolved, that Council approve the Accounts Payable listing for December 2024 as presented.

Carried Unanimously

**Building Renovations – 245 Conception Bay Highway**

**Motion 2025 – 1186                      Franey/Badcock**

Resolved, that Council give an Approval in Principle to the application for commercial renovations for Peka Investments Property, at 245 Conception Bay Highway, subject to a plan review by Service NL, the Town’s Municipal Development Regulations and a Fire and Life Inspection when renovations have been completed.

Carried Unanimously

**Loader Rental – Public Works Department – Director Elms**

**Motion 2025 - 1187                      Seymour/Franey**

Resolved, that Council cancel the contract with CAT as per motion 2024 – 1164 and further, that Council enter an agreement with Brandt for a two-month rental of a 444P loader at a cost of \$7000 a month plus HST, including the delivery/pick up fee for a total cost of \$23,926.15.

Carried Unanimously

**Shearstown Road Intersection – Gas Tax Funding**

**Motion 2025 – 1188                      Badcock/Deering**

Resolved, that Council apply for the Canada Community-Building Fund – Gas Tax funding in the amount of \$987,856.90.

Carried Unanimously

**Development Registry Fourth Quarter 2024**

**Motion 2025 – 1189                      Bowering/Seymour**

Resolved, that Council approve the Development Registry for October – December, 2024 as presented.

Carried Unanimously

CORRESPONDENCE FOR ACTION

**14 Newfound Lane – Flooding Concern**

**Motion 2025 – 1190                      Deering/Seymour**

Resolved, that this flooding concern for 14 Newfound Lane be added to the Action List as the Department of Public Works will be doing some work in this area in the Spring 2025.

Carried Unanimously

**Proclamation – Eating Disorders Awareness Week**

**Motion 2025 – 1191                      Badcock/Deering**

Resolved, that Council approved the Mayor signing the proclamation naming February 1-7<sup>th</sup>, 2025 as Eating Disorders Awareness Week in the Town of Bay Roberts.

Carried Unanimously

CORRESPONDENCE FOR INFORMATION

**Update on the Municipal Assessment Agency**

**Motion 2025 – 1192                      Seymour Bowering**

Resolved, that correspondence received from the Municipal Assessment Agency providing updates on the Committee and meetings is moved to file.

Carried Unanimously

RESOLUTION FROM PRIVILEGED MEETING

**Ratify Motions of the Privileged Meeting**

**Motion 2025 - 1193                      Deering/Seymour**

Resolved, that the following Motions made at the Privileged Meeting held on December 10th, 2024 are adopted:

- Motion 2024 - 1151    Agenda
- Motion 2024 - 1152    Approval of Minutes
- Motion 2024 - 1153    Sawdust Road Intersection
- Motion 2024 - 1154    Reallocation of Funds – Budget 2025
- Motion 2024 – 1155    Adjournment

Carried Unanimously

***Mayor Yetman – Leave of Absence***

Mayor Yetman advised Council and Staff that effective immediately, he will be taking a leave of absence from Council for an undetermined time, as he has been nominated as the representative for the Progressive Conservative Party for the Harbour Grace – Port de Grave area. Members of Council acknowledged Mayor Yetmans leave of absence request.

ADJOURNMENT

**Adjourn**

**Motion 2025 – 1194                      Deering/Badcock**

Resolved, that Council now adjourns the regular meeting at 8:20 pm.

Carried Unanimously

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Geoff Seymour, Acting Mayor

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Christine Bradbury, Town Clerk