

**Town of Bay Roberts
Minutes of Regular Council Meeting
Tuesday, February 18th, 2025**

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

PRESENT:

Acting Mayor Geoff Seymour
Councillor Dean Franey
Councillor Frank Deering
Councillor Silas Badcock
Councillor Perry Bowering
Councillor Ross Petten

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

CALL MEETING TO ORDER

Acting Mayor Seymour called the meeting to order at 7:00 p.m.

AGENDA / MINUTES

Adoption of Agenda

Motion 2025 – 1202 Petten/Franey

Resolved, that regular meeting agenda for February 18th, 2025 is accepted as presented.
Carried Unanimously

Approval of Minutes

Motion 2025 – 1203 Deering/Badcock

Resolved, that regular meeting minutes for January 21, 2025 be adopted as presented.
Carried Unanimously

COMMITTEE REPORT/OTHER MEETINGS/NEW BUSINESS

Closed Meeting – January 21, 2025

Motion 2025-1204 Franey/Badcock

Resolved, that Council approved the Closed Meeting Minutes of January 21, 2025 as presented.
Carried Unanimously

Recommendations of Committee of the Whole Meeting - February 4th, 2025

Leave of Absence Mayor

Motion 2025 – 1205 Deering/Bowering

Resolved, that Council approve the Mayor's Leave of Absence request for an undetermined amount of time, due to his successful nomination in the upcoming Provincial Election and the leave will be taken without remuneration as written in the request.
Carried Unanimously

Donation Request – Ice Time for Charity Hockey Games

Motion 2025 – 1206 Badcock/Petten

Resolved, that Council approve the request for two hours of ice time from the RCMP and the Bay Roberts Fire Rescue for the 4th annual charity hockey game in support of the Kids Eat Smart (Breakfast Program).
Carried Unanimously

Request for Proposals – Municipal Plan

Motion 2025 – 1207 Badcock/Bowering

Resolved, that Council proceed with placing an RFP for the completion of a new Municipal Plan and Development Regulations for the Town of Bay Roberts. Funds are available from the Canada Community Building Fund upon receipt of application approval once submitted.
Carried Unanimously

Standing Offers

Motion 2025 – 1208 Badcock/Deering

Resolved, that Council approve calling the standing offers for the following:

1. Supply and delivery of Asphalt
2. Supply and delivery of Class “A”
3. Supply and delivery of Class “B”
4. Supply and delivery of Pit Run Granular
5. Supply and delivery of Topsoil
6. Supply and delivery of Quarry Stone
7. Supply and delivery of ¼ Inch Minus
8. Supply and delivery of 6 Inch Minus
9. Supply and delivery of 40mm Washed Stone
10. Supply and delivery of Pea Gravel
11. Supply and delivery of Ready Mix Concrete “35MPa”

Carried Unanimously

Request for Proposals – Wastewater Study

Motion 2025 – 1209 Badcock/Franey

Resolved, that Council proceed with placing an RFP for consulting services to produce a wastewater feasibility study. Funds available from the Canada Community Building Fund upon receipt of an application approval once submitted.

Carried Unanimously

Sale of Excess Equipment/Assets

Motion 2025 – 1210 Deering/Petten

Resolved, that Council approve the sale of surplus equipment as noted:

- 1) 2016 Navistar Rear Load Waste Compactor 29 CU. YD
232037 kms - Min. Tender: \$35,000
- 2) 2019 International Side Load Waste Compactor 2 stream (60/40) 33 CU. YD
149469 kms - Min. Tender \$90,000
- 3) 2022 International Side Load Waste Compactor 2 stream (60/40) 35 CU . YD
57519 kms Min. Tender \$220,000

Carried Unanimously

Request for Proposals – Water and Sewer Upgrades

Motion 2025 – 1211 Bowering/Badcock

Resolved, that the Town call an RFP for prime consulting services to design water and sewer upgrades on Heney’s Pond Road and Crosbie Road. Funds have been budgeted under the Capital Budget approved for 2025.

Carried Unanimously

**Request for Proposals – Audition Production for Songs, Stages, and Seafood Festival 2025
Motion 2025 – 1212 Badcock/Bowering**

Resolved, that the Council approve the call for a Request for Proposals for the audio and lighting production for the 2025 Song, Stages, and Seafood Festival.

Carried Unanimously

**Request for Proposals – 2025 Klondyke Fireworks
Motion 2025 – 1213 Franey/Deering**

Resolved, that Council approve the call for a Request for Proposals for the 2025 Klondyke Days Fireworks.

Carried Unanimously

**Songs, Stages and Seafood Festival Schedule
Motion 2025-1214 Petten/Franey**

Resolved, that Council approve the recommendations and event itinerary for the 2025 Songs, Stages, and Seafood Festival.

Carried Unanimously

Committee of the Whole Minutes – February 4th, 2025

Motion 2025 – 1215 Badcock/Bowering

Resolved, that Council approve the Committee of the Whole Minutes for the meeting held on February 4th, 2025 as presented to Council.

Carried Unanimously

Closed Meeting – February 4, 2025

Motion 2025 – 1216 Franey/Petten

Resolved, that Council approve the Closed Meeting Minutes of February 4th, 2025 as presented.

Carried Unanimously

NEW BUSINESS AND STAFF REPORTS

Accounts Payable – January 2025

Motion 2025 – 1217 Badcock/Franey

Resolved, that Council approve the Accounts Payable listing for January 2025 as presented.

Carried Unanimously

Appoint of By-Law Enforcement Officer

Motion 2025 – 1218 Badcock/Petten

Resolved, that Council appoint Greg Squires, Director of Protective Services as the By-Law Enforcement Officer for the Town of Bay Roberts in accordance with Section 278 of the *Town and Local Service Districts Act*.

Carried Unanimously

Purchase of Vehicle - Regional Municipal Enforcement Officer

Motion 2025 - 1219 Deering/Franey

Resolved, that the Town of Bay Roberts purchase a Grey 2024 Chevrolet Colorado from Woodward Motors in the amount of \$50,000. This is the lease expense of three quotes received. Funds are available under the Community Collaboration Grant Project # 17-CCG-23-002 provided by the Government of Newfoundland and Labrador.

Carried Unanimously

Regular Council Meetings – Proposed Schedule Change 2025

Motion 2025 – 1220 Franey/Petten

Resolved, that Council approve the Revised Regular Council Meeting Schedule for 2025 as presented.

Carried Unanimously

Approval to Borrow Request – 2024 Capital Purchase

Motion 2025 – 1221 Franey/Petten

Resolved, that Council give an Approval to Borrow from the Bank of Montreal for a 5-year fixed rate with a 10-year amortization, 4.41% interest rate, loan amount \$150,000 for the purpose of 2024 Capital Purchase as per the Budget 2024. The monthly payment will be \$1548.08.

Carried Unanimously

Approval to Borrow Request – 2024 Capital Purchase

Motion 2025 – 1222 Deering/Petten

Resolved, that Council give an Approval to Borrow from the Bank of Montreal for a 5-year fixed rate with a 10-year amortization, 4.41% interest rate, loan amount \$100,000 for the purpose of 2024 Capital Purchase as per Budget 2024. The monthly payment will be \$1032.05

Carried Unanimously

**Approval to Borrow Request – Project# 17-MYCW-24-0045; Project# 17-MYCW-24-0046
Motion 2025 – 1223 Franey/Badcock**

Resolved, that Council give an Approval to Borrow from the Bank of Montreal for a 5-year fixed rate with a 15-year amortization, 4.41% interest rate, loan amount \$1,250,000 for the purpose of Project # 17-MYCW-24-0045 and Project # 17-MYCW-24-0046 as per Budget 2025. The monthly payment will be \$9524.13.

Carried Unanimously

Approval to Borrow Request – 2025 Capital Purchase

Motion 2025 – 1224 Badcock/Franey

Resolved, that Council give an Approval to Borrow from the Bank of Montreal for a 5-year fixed rate with a 12-year amortization, 4.41% interest rate, loan amount \$850,000 for the purpose of a 2025 Capital Purchase as per Budget 2025. The monthly payment will be \$7612.36.

Carried Unanimously

Urban Municipalities Committee Meetings – Travel Request

Motion 2025 – 1225 Badcock/Petten

Resolved, that Council approve the travel of two members of Council or combination of Council and staff to attend the Urban Municipalities Committee meetings being held in Marystown on March 28th and 29th, 2025 with a cost of \$1000 per person which is included in the 2025 Budget.

Carried Unanimously

Capital Expenditure – Mahers Contracting Ltd.

Motion 2025 – 1226 Badcock/Bowering

Resolved, that Council approve the capital expenditure from Mahers Contracting Ltd., for work related to the Water Street Phase 1 project in the amount of \$205,220.99

Carried Unanimously

Capital Expenditure – Black Diamond Construction

Motion 2025 – 1227 Deering/Petten

Resolved, that Council approve the capital expenditure from Black Diamond Construction, for work related to the Shearstown Phase 1 project in the amount of \$540,902.

Carried Unanimously

Change Orders – Shearstown Road Phase 1 Project

Motion 2025 – 1228 Petten/Franey

Resolved, that Council approve the change order 002 related to the consulting services for Shearstown Road Phase 1 project in the amount of \$8993 for WSP and change order 002 related to the construction contract of Shearstown Road Phase 1 project in the amount of \$61,713.57 for Black Diamond Construction.

Carried Unanimously

Crown Lands Application – E-163321 – 3 Conception Bay Highway

Motion 2025 – 1229 Franey/Deering

Resolved, that Council direct staff to send the referral response letter stating that the Town of Bay Roberts has no objection with Crown Lands Application E-163321 (EEM Holdings) purchasing the crown land as presented in the application.

Carried Unanimously

CORRESPONDENCE FOR INFORMATION

Stewardship of Municipalities Association – Updates

Motion 2025 – 1230 Deering/Petten

Resolved, that correspondence received from the Stewardship of Municipalities Association providing updates is moved to file.

Carried Unanimously

ADJOURNMENT

Adjourn

Motion 2025 – 1231 Franey/Bowering

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

Carried Unanimously

Geoff Seymour, Acting Mayor

Christine Bradbury, Town Clerk