Town of Bay Roberts
Minutes of Regular Council Meeting
Tuesday, October 14th, 2025

First Regular Meeting of the Twentieth Town Council
Clubhouse, Wilbur Sparkes Complex, Station Road, Bay Roberts, NL

PRESENT:

Mayor Geoff Seymour	Dave Tibbo, CAO
Deputy Mayor Neil Kearley	Christine Bradbury, Town Clerk
Councillor Perry Bowering	Ron Delaney, Director of Tourism/Eco Dev.
Councillor Dean Franey	Eddie Russell, Director of Recreation
Councillor Ross Petten	Sean Elms, Director of PWTS
Councillor Frank Deering	Greg Squires, Director of Protective Services
Councillor Silas Badcock	Shoreline News Representative

CALL MEETING TO ORDER

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

Deputy Mayor – Appointment/Election

Mayor Seymour called for nominations for Deputy Mayor
Councillor Petten nominated Councillor Neil Kearly, Seconded by Councillor Deering
Councillor Neil Kearley accepted the nomination.

Mayor Seymour called for nominations again.
Councillor Badcock nominated Councillor Perry Bowering, Seconded by Councillor Franey
Councillor Perry Bowering accepted the nomination.

A secret ballot took place and Councillor Neil Kearley was elected Deputy Mayor for the Twentieth Town Council.

AGENDA / MINUTES

Adoption of Agenda
Motion 2025 – 7 Deering/Kearley
Resolved, that regular meeting agenda for October 14th, 2025 is accepted as presented.
Carried Unanimously

Approval of Minutes
Motion 2025 – 8 Petten/Deering
Resolved, that regular meeting minutes for September 9th, 2025 be adopted as presented.
Carried Unanimously

COMMITTEE REPORT/OTHER MEETINGS/NEW BUSINESS

Closed Meeting – September 9th, 2025
Motion 2025 - 9 Petten/Badcock
Resolved, that Council approved the Closed Meeting Minutes of September 9th, 2025 as presented.
Carried Unanimously

Closed Meeting – October 7th, 2025
Motion 2025 – 10 Kearley/Deering
Resolved, that Council approved the Closed Meeting Minutes of October 7, 2025 as presented.
Carried Unanimously

Recommendations of Committee of the Whole Meeting – October 9th, 2025

MNL Conference, Trade Show and AGM
Motion 2025 – 11 Petten/Franey
Be it so resolved, that approval be given for travel of Mayor Seymour and three Councillors to attend the MNL Conference, Trade Show and AGM November 20-22 in Corner Brook at an approximate cost of $2200 per person with funds available in account 6093-7000.
Carried Unanimously

Residential Dwelling – 175 Central Street
Motion 2025 – 12 Franey/Kearley
Be it so resolved, that the two application requests from the property owner of 175 Central Street, to convert his accessory building into a dwelling and to construct a new dwelling are hereby denied by Council.
Carried Unanimously

CHIF Funding Application Approval to Proceed
Motion 2025 – 13 Deering/Franey
Be it so resolved, that the Town of Bay Roberts apply for cost-shared funding through the provincial stream of the Canada House and Infrastructure Fund, through the Municipal infrastructure division. Project priorities are listed below. Council agrees to provide its share of the cost-shared funding, in the amount of $1,102,814.83 net of HST rebate and acknowledges that the project costs above the approved amount will be the responsibility of the Town of Bay Roberts.

#1 LT Stick Drive – Water and Sewer - Estimated Cost $5,167,177.12
#2 Heney's Pond Road - Water and Sewer – Estimated Cost $491,250.37
#3 Crosbie Road - Water and Sewer - Estimated Cost $ 422,144.48
Total Cost HST Included - $6,080,571.97
Municipal Share 20% Net of HST Rebate - $1,102,814.83

Carried Unanimously

Approval to Pay – Claim #9 – Water Street Phase 1 – Project 17-MYCW-22-00074
Motion 2025 – 14 Petten/Bowering
Be it so resolved, that Council approve the capital expenditure from Mahers Construction, for work related to the Water Street Phase 1 Project # 17-MYCW-22-00074 in the amount of $348,085.09. Funds for this expenditure are available in the project account.
Carried Unanimously

Claim #6 – Shearstown Road Phase 1 – Project 17-RNC-23-00011
Motion 2025 – 15 Badcock/Franey
Approval to rescind Motion 2025-1456 "Resolved, that Council approve the capital expenditure for Black Diamond Construction, for work related to the Shearstown Road Phase 1 Project 17-RNC-23-00011 in the amount of $338,214.23. The Town will release payment when the money is deposited from the Government into the Towns account. Funds for the expenditure are in the Towns project account. Carried Unanimously
Furthermore:
Be it so resolved, that Council approve the capital expenditure from Black Diamond Construction, for works related to the Shearstown Road Phase 1 project #17-RNC-23-00011 as part of Claim #6 in the amount of $184,413.72. Funds for this expenditure are in the Towns project account.
Carried Unanimously

Loader Lease Approval Request
Motion 2025 – 16 Deering/Bowering
Be it so resolved, that Council allow the Department of Public Works and Technical Services to obtain quotes for a loader lease for four months from December 1st, 2025 until March 31, 2026. The cost will be a part of the 2026 Budget.

Culvert Purchase – Hope Avenue
Motion 2025 – 17 Badcock/Petten
Be it so resolved, that Council accept the bid from Wolseley in the amount of $14,457 plus HST for a total cost of $16,625.55 HST included to purchase the culverts required to complete Hope Avenue. Funds for this expenditure are being utilized through the sale of assets.
Carried Unanimously

Committee of the Whole Minutes – October 7th, 2025
Motion 2025 – 18 Petten/Franey
Be it so resolved, that Council approve the Committee of the Whole Minutes of the meeting held on October 7th, 2025 as presented.
Carried Unanimously

NEW BUSINESS AND STAFF REPORTS

Accounts Payable – Ending Date October 14, 2025
Motion 2025 – 19 Deering/Kearley
Be it so resolved, that Council approves the Accounts Payable listing in the amount $831,665.78 up to and including October 14th, 2025 as presented.
Carried Unanimously

CORRESPONDENCE FOR ACTION

8 Kelly's Road – Safety Issue
The resident of 8 Kelly's Road sent correspondence regarding safety concerns on George Mercer Drive with trees encroaching on the side of the road (walking area) and speeding vehicles. The Department of Public Works has cut back the trees allowing room for walking. The correspondence will be forwarded to the Director of Protective Services to include in the his budget for extra digital speeding radars, etc. to help reduce speeding.

George Mercer Drive – Speeding Concerns and Garbage
The writer of the email, a resident on George Mercer Drive has concerns regarding excessive speeding and loud mufflers. Also, litter that blows onto his property from the Mall and stores. The Director of Tourism advised Council that his staff does collect the litter in that area, however during Summer Months his staff is not available to do that as much as he would like them to be. Greg Squires, Director of Protective Services will add this to his list of "areas of concern" regarding speeding.

CBN Jr. Stars – Donation Request
Motion 2025 – 20 Petten/Franey
Be it so resolved, that Council will make an annual donation of $500 to the CBN Jr. Stars to cover the cost of a home and away jersey for the team.
Carried Unanimously

Bishop's Road – ATV & Dirt Bikes Usage after 9pm
A property owner on Bishops Road sent an email regarding his concerns of ATV usage after 9pm. He asked that two signs be placed at each end of the Road to remind everyone ATV usage after 9pm is not permitted. Council asked that a reminder post be placed on Social Media regarding ATV usage on the permitted Route. Further, that all signed removed during construction at Shearstown Road Intersection and Water Street be reinstalled. Correspondence will be referred to the Director of Protective Services.

242 Shearstown Road – Water Concern – Drain
This property owner has a drain that runs through his property and is maintained by the Town. The resident requested that the drain be dugout and cleared of any debris, the Department of Public Works has completed this and the request for culverts will be reviewed by staff and Council

Bishop's Road – Ditching on Back of Properties
A resident living on the odd number side of Bishop's Road sent a request to the Town to have a ditch running along the back of the properties cleared of any debris and dugout. The CAO walked this area and will have this added to the action list of the Public Works Department.

387A Water Street – Snow Clearing Request
Motion 2025 – 21 Petten/Deering
Be it so resolved, that Council referred correspondence from the request to have the lane way plowed during the Winter months from the property owner of 387A Water Street moved to Committee of the Whole for further discussion and review.

CORRESPONDENCE FOR INFORMATION

2025/26 Fire Protection Financial Assistance Grant, Project No. FES-SA250022
Motion 2025 – 22 Franey/Petten
Be it so resolved, that correspondence received from the Department of Justice and Public Safety regarding the Financial Assistance Grant to purchase four PFAS-Free Bunker Clothing sets be moved to file.
Carried Unanimously

Stewardship Assocation Municipalities (SAM) – Correspondence
Motion 2025 – 23 Bowering/Kearley
Be it so resolved, that correspondence received from SAM is moved to file and Councillor Frank Deering will be the Liaison.
Carried Unanimously

COUNCILLOR CONCERNS/NOTICE OF MOTIONS

Water Supply – Discussion
Council discussed the Town's Water Supply and low levels, the need to do some long term planning. The lack of snow/water in 2025 has created water levels never experienced in this Town before. The Public Works Director and Supervisor have been checking the levels on a regular basis and will continue to. Council ask that staff through social media, remind residents to be mindful with the amount of water they are using, as small changes to reduce usage made by all residents is important now.

ADJOURNMENT

Adjourn
Motion 2025 – 24 Bowering/Petten
Resolved, that Council now adjourns the regular meeting at 8:10 pm.
Carried Unanimously

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Geoff Seymour, Acting Mayor Christine Bradbury, Town Clerk