Town of Bay Roberts
Minutes of Regular Meeting of Council
Tuesday, June 9th, 2026

Eleventh Regular Meeting of the Twentieth Town Council
Council Chambers, 321 Water Street, Bay Roberts

PRESENT:

Mayor Geoff Seymour
Deputy Mayor Neil Kearley
Councillor Perry Bowering
Councillor Ross Petten (Zoom)
Councillor Silas Badcock
Councillor Frank Deering

Dave Tibbo, CAO
Christine Bradbury, Town Clerk
Ron Delaney, Director Tourism, Eco. Development
Sean Elms, Director of PWTS
Greg Squires, Director of Protective Services
Eddie Russell, Director of Recreation

Absent: Councillor Dean Franey

CALL MEETING TO ORDER

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

AGENDA / MINUTES

Adoption of Agenda
Resolution 2026 – 282
Moved by Councillor Petten
Seconded by Deputy Mayor Kearley
Be it so resolved that the regular meeting agenda for June 9th, 2026, is accepted as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Approval of Minutes – May 12th, 2026
Resolution 2026 – 283
Moved by Councillor Deering
Seconded by /Councillor Badcock
Be it so resolved that regular meeting minutes for May 12th, 2026, be adopted as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

COMMITTEE REPORTS/ OTHER MEETINGS/ NEW BUSINESS

Closed Minutes – May 12th, 2026
Resolution 2026 – 284
Moved by Councillor Badcock
Seconded by Deputy Mayor Kearley
Be it so resolved that closed meeting minutes for May 12th, 2026, be adopted as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

NEW BUSINESS AND STAFF REPORTS

Accounts Payable – Ending Date June 9th, 2026
Resolution 2026 – 285
Moved by Councillor Badcock
Seconded by Deputy Mayor Kearley
Be it so resolved that Council approves the Accounts Payable listing in the amount of $ up to and including June 9th, 2026, as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Franey, Councillor Deering, Councillor Badcock

Cox & Palmer – Approval to Pay Invoice 310054329
Resolution 2026 – 286
Moved by Councillor Badcock
Seconded by Councillor Bowering
Be it so resolved that Council give an approval to pay Invoice 310054329 dated April 30, 2026, from Cox & Palmer for File# 30029429-00001 in the amount of $688.28 HST inc. Funds are available in GL Account 6019-7000.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Approval of Payment – Four Door Pumper Truck
Resolution 2026 – 287
Moved by Councillor Deering
Seconded by Councillor Petten
Be it resolved that Council approve payment of Invoice #00009904 from Camions Carl Thibault Inc. in the amount of $702,608.60 HST included, for the purchase of the 2026 Freightliner M2-106 4-Door Fire Fighting Pumper Truck under the Fire Protection Vehicles Cost Shared Program, Project No. FES-NL240009. The Town's 30% contribution, along with the additional cost associated with the bumper extension less the lightbar in the amount of $12,723.60 HST included, will be funded from 2026 operating funds.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Grant Application – Registered Heritage Structures
Resolution 2026 – 288
Moved by Councillor Deering
Seconded by Councillor Petten
Be it so resolved that approval be given to proceed with the restoration project, subject to the Town being successful in its grant application, and to authorize the required municipal cost-sharing contribution of 50% ($16,502.50) of the total project of $28,7000 plus HST.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Shearstown Brook vs Shearstown River

CAO, Dave Tibbo presented the following report to Council:

Council received correspondence via from the CAO from the Department of Fisheries, Forestry and Agriculture, Government of Newfoundland and Labrador, advising that the province had received a submission from Forestry and Oceans regarding the name of a salmon river located in the Bay Roberts area.

The Department of Fisheries and Oceans (DFO) has proposed changing the official name from "Shearstown Brook" to another designation (Shearstown River) in order to align with the name currently used within provincial fisheries regulations. The proposed amendment is intended to ensure consistency between legislation and official geographic naming records.

As part of the review process, local governments are to be consulted to ensure that any proposed name changes accurately reflect local usage and community perspectives, and comments or concerns were invited.

Following review and discussion by Council, consensus was reached that the Town wishes to retain the existing name "Shearstown Brook." Council is of the opinion that the brook has historically and locally been known as Shearstown Brook and therefore does not support the proposed name change.

Accordingly, the CAO has advised the Department of Fisheries, Forestry and Agriculture that the Town is not in favor of the proposed change and requests that the existing name "Shearstown Brook" remain unchanged.

Musical Ride – Request to Host in 2027

CAO, Dave Tibbo presented the following report to Council.

At the May 12,2026 closed meeting CAO Tibbo reviewed with Council, correspondence received from the RCMP asking if the Town of Bay Roberts would be interested in hosting the "Musical Ride" in 2026. Council discussed this and noted that the Town has hosted twice previously and therefore, gave the CAO their concurrence to respond and advise that the Town would not host this year, to allow the opportunity for a neighboring municipality to host.

Following the meeting, the CAO realized it was for the 2027 event and wants to confirm from Council if they still want to pass on the event for 2027.

Council advised the CAO that they still concur with passing on the 2027 Musical Ride Event.

2025 Financial Statements
Resolution 2026 – 289
Moved by Councillor Badcock
Seconded by Councillor Petten
Be it so resolved that Council adopt the 2025 Financial Statements and Auditors Report as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

2025 Gas Tax Annual Expenditure Report
Resolution 2026 – 290
Moved by Councillor Deering
Seconded by Councillor Bowering
Be it so resolved that Council adopt the 2025 Gas Tax Expenditure Report as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Appointment of Chartered Accountants for 2026
Resolution 2026 – 291
Moved by Councillor Badcock
Seconded by Councillor Bowering
Be it so resolved that Council appoints Byron Smith Chartered Accountants as the auditor for 2026.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Variance Request – 938 Water Street
Resolution 2026 – 292
Moved by Councillor Deering
Seconded by Deputy Mayor Kearley
Be it so resolved that Council approve the request, for a 10% variance at 938 Water Street to permit a reduced building line setback of 7.2 metres, subject to all other applicable municipal and regulatory requirements being met.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Land Clearing – Fire Hazard Correspondence
Resolution 2026 – 293
Moved by Councillor Badcock
Seconded by Councillor Bowering
Be it so resolved that Council send a letter to the owner of the property and request it be cleaned up within 14 days and gives direction to the Director to issue an Order for the removal if action is not taken.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Franey, Councillor Deering, Councillor Badcock

Accessory Building Extension – 42-44 Bishops Road
Resolution 2026 – 294
Moved by Councillor Badcock
Seconded by Councillor Petten
Be it so resolved that Council deny the requested variance for the proposed extension to the accessory building at 42-44 Bishops Road, as the proposed setback does not comply with the minimum variance provisions permitted under the Development Regulations.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Replacement of Fire Department SCBA Equipment
Resolution 2026 – 295
Moved by Councillor Deering
Seconded by Councillor Petten
Be it so resolved that approve the awarding of the RFQ for the replacement of the Fire Department SCBA equipment to Safety Source in the amount of $44,729.25 HST included, funds available in GL# 7000-0000.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Fire Protection Assistance Agreement – Town of Upper Island Cove
Resolution 2026 – 296
Moved by Councillor Badcock
Seconded by Councillor Petten

Be it so resolved that Council approve the Fire Protection Assistance Agreement between the Town of Bay Roberts and the Town of Upper Island Cove and authorize the Mayor and CAO to sign the agreement on behalf of the Town.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Bay Roberts Fire Rescue Activity Report – May 2026

The Bay Roberts Fire Rescue continues to provide strong emergency response services to our region. In May, the department responded to 15 emergency calls, including 4 fire-related incidents, 2 motor vehicle accidents, and 9 medical assists, bringing the year-to-date total to 101 calls. The department currently has 31 active members and is actively recruiting, with 10 prospective members scheduled for interviews.

Training remains a priority, with 5 training nights completed in May and 22 training nights held so far this year. Additionally, two members attended Fire School in Marystown to further enhance the department's skills and capabilities.

Council thanks the members of Bay Roberts Fire Rescue for their dedication, professionalism, and continued service to our community.

SCADA System Purchase
Resolution 2026 – 297
Moved by Councillor Bowering
Seconded by Deputy Mayor Kearley
Be it so resolved that Council approve the purchase and installation of the SCADA system at the quoted cost of $14,996.59 HST included. Funds are available in account # 6705-7500.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Councillor Bowering leaves the meeting before discussion declared a conflict of interest. 7:19pm

Cathill Road Paving Request

The Director of Public Works provided Council with the following report.

A request was submitted by a resident of Cathill Road requesting that the Town extend asphalt paving approximately 30 metres beyond the current termination point of the roadway in order to provide paved access to a newly installed second driveway on the resident's property.

At present, the paved portion of Cathill Road terminates at the existing driveways of the final two developed properties located opposite one another. Beyond this point, the roadway transitions to an unpaved surface and provides access to one resident with a second house under construction. This gravel section in question is maintained by the Town as part of the municipal road network.

Town staff reviewed the request in relation to existing roadway standards, historical servicing practices, operational requirements, and potential implications for future municipal infrastructure requests. Based on the site inspection and review of municipal policies the following was determined:

- The current pavement termination point has historically served as the practical end of the improved roadway section.
- The newly installed driveway is a secondary/private improvement undertaken by the property owner and does not create a municipal requirement for roadway extension or upgrading.
- Extending pavement solely to accommodate a private secondary driveway would establish a precedent for similar requests elsewhere within the municipality.
- The requested work would result in additional municipal costs for paving, future maintenance, and long-term lifecycle replacement without a demonstrated public infrastructure need.
- The existing roadway conditions continue to provide reasonable access to the property.
- If paving were to be approved, it should also include the two driveways further in.

The request does not represent a necessary municipal infrastructure improvement, and approval could create an undesirable precedent for future private-access paving requests. Existing road access is considered adequate, and the proposed extension would create additional municipal liabilities and maintenance obligations without broader public benefit unless the entire section was upgraded with asphalt.

Since the paving list is being tendered and based on the above review, I would advise Council that we inform the resident that we are unable at the present time to pave the area due to the paving budget. Once the tender results are finalized, we may be able to complete the paving in the fall. The resident should also be advised that Council will put it on next year's paving list for discussion.

Council concurred with the recommendation of the Director and he will contact the resident and notify him of the decision of Council.

Councillor Bowering returns to the meeting at 7:24 pm. .

Bulk Collection Update

The CAO and the Director of Public Works met with representatives of the Eastern Regional Service Board (ERSB) to discuss Council's concerns regarding the recent Bulk Garbage Collection Program.

Currently there are approximately 120 properties that have bulk garbage remaining at the curb. While ERSB acknowledged that there was communication issues related to the booking process and agreed that improvements could be made for future collections, they indicated that no additional collections can be scheduled without incurring extra costs to the Town.

ERSB further confirmed that the costs associated with regular garbage collection, recycling collection, and bulk garbage collection are not separated within their billing structure.

It was also noted that some bulk garbage items were left uncollected because they were deemed unacceptable under the program guidelines. Examples included vacuum cleaners and other electronic items, which are not eligible for curbside bulk garbage collection.

ERSB advised that all incoming calls are recorded in a phone log system to verify and track collection requests and inquiries received from residents.

ERSB is currently seeking pricing information for the addition of extra collection days to address the remaining bulk garbage and will provide further details once available.

Council wanted to action the remaining cleanup in the very near future and asked the CAO and Director to follow-up with ERSB and see what the potential costs it would be to adding two extra full days.

The CAO will advise Council as soon as pricing is available and what potential other options maybe available as well.

Fence Damage – Pit Road
Resolution 2026 – 298
Moved by Councillor Deering
Seconded by Deputy Mayor Kearley
Be it so resolved that Council deny the request to provide compensation or undertake repairs related to this claim, based on the site inspection, the photographic evidence, and the absence of any prior incidents or reports involving snowplow damage at this location.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Capital Expenditure – Claim #4 Shearstown Road Intersection Project
Resolution 2026 - 299
Moved by Councillor Petten
Seconded by Deputy Mayor Kearley
Be it so resolved that Council approve the capital expenditure payable to Black Diamond Construction for work completed under the Shearstown Intersection Project, as outlined in Claim #4, invoice #20258146, in the amount of $43,376.62 HST included. Funding for this expenditure has been allocated within Capital Grants Project Account #2138-0000.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Traffic Calming – 3- and 4-Way Stops, Speed Bumps
Resolution 2026 – 300
Moved by Councillor Bowering
Seconded by Deputy Mayor Kearley
Be it resolved that Council install 3-way, 4-way stops and speed humps done in the priority as noted below, pending budget availability.

The following 3- and 4-way stops should be installed at:
1. Sheasrtown Road/New Hill Road
2. Central Street/Cross Road
3. Water Street/Cross Road
4. Neck Road/Kellys Road
5. Marina Place/Water Street/Klondike

The following speed humps should be installed on:
1. George Mercer Drive (just east of Sod Lane)
2. George Mercer Drive (just East of Kellys Road)
3. Barracks Road (1/2 way between Eric Dawe Drive and Water Street)
4. Cross Road (1/2 way between station Road and Conception Bay Highway)
5. Country Road (West of the railway)
6. Country Road (West of Russells Lane)
7. Picketts Road (where speed radar is located)
8. Water Street (just West of Barnes Road)
9. Bishops Road (1/2 way)
10. Butlerville Road (just East of Pit Road)
11. Shearstown Road (just west of lift stion by Parsons Store)
12. Shearstown Road (just east of lift station near Fox Place)
13. Central Street (just West of the Church)
14. Neck Road (1/2 way between Sod Lane and Bareneed Road)
15. Neck Road (1/2 way between Lodge Lane and Dawes Road)

The following speed hump areas should be monitored and where possible install temporary speed bumps.

1. Marina Place (1/2 way)
2. Peppers Road (1/2 way)
3. Barracks Road (1/2 way between Eric Dawe Drive and Conception Bay Highway)
4. Cleary's Road (1/2 way)
5. Eric Dawe Drive

Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Paving List 2026
Resolution 2026 - 301
Moved by Councillor Badcock
Seconded by Councillor Bowering
Be it resolved that Council accept the list as presented and proceed with tendering the recommended roads ranked from 1 to 12 as identified below. The remaining roads will incorporate some patching and roads that are not completed this year will be placed at the top of the list on next year's paving list.

Rank	Street Name	Distance (m)
	Neck Road	
1	Lodge Lane to Civic #132	250
2	James Norman Hall to Kellys Road	390
	George Mercer Drive	
3	Kelly Road to Anthony Place	270
	Klondike	
4	South side of the bridge	140
5	North side of the bridge	110
	South Road	
6	From Parade Street to Civic 70	330
7	From civic 127 to 135	100
	George Mercer Drive	
8	Civic #98 to Avalon Salt second parking lot	270
	Country Road	
9	Civic #188 -Civic #172	160
10	Civic #154 -Civic #144	115
	Water Street	
11	Whitney Street to Parsons Road	150
12	**Goose Pond Ext/Ext**	120

Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Update Council on the Canadian Public Works Association Meetings

Director Elms presented the following report to Council:

The CPWA, Newfoundland and Labrador Chapter hosted its 2026 Spring Conference at the Clarenville Inn in Clarenville, from May 6–8, 2026. The conference brought together municipal leaders, public works professionals, industry representatives, and provincial stakeholders to discuss current challenges, emerging technologies, regulatory requirements, and operational priorities affecting public works services across Newfoundland and Labrador.

The event provided members with opportunities for professional development, knowledge sharing, networking, and collaborative discussion on issues impacting municipal infrastructure and service delivery.

Presentations included:

1. **Emergency Management and Wildfire Response**
    a. A presentation on wildfire management and emergency preparedness highlighted the growing importance of municipal emergency response planning in Newfoundland and Labrador.
    b. The session reviewed the severe wildfire events experienced in 2025. Discussion focused on:
        i. Municipal emergency preparedness
        ii. Coordination with the Provincial Emergency Operations Command
        iii. Interagency communication during emergencies
        iv. Local government responsibilities during evacuation and response operations
        v. Strengthening municipal emergency management plans
        vi. The presentation emphasized the increasing need for municipalities to prepare for climate-related emergencies and adopt proactive planning measures.
2. **Wastewater System Effluent Regulations (WSER) and Environmental Compliance**
    a. This session focused on progress reporting requirements under the Wastewater Systems Effluent Regulations (WSER) and the expectations of Environment and Climate Change Canada (ECCC).
    b. Key discussion topics included:
        i. Regulatory compliance requirements
        ii. Wastewater monitoring and reporting obligations
        iii. Asset management strategies
        iv. CCTV inspection programs

v. Flow monitoring and smoke testing initiatives
vi. Long-term wastewater infrastructure planning

c. The presenters stressed the importance of maintaining accurate records, implementing proactive maintenance programs, and ensuring municipalities remain compliant with federal environmental regulations.

3. Hydrant Technology and Water Distribution Systems

a. EMCO Waterworks presented information regarding hydrant technologies and water distribution infrastructure, including the I-Hydrant system.

b. Topics discussed included:
   i. Advances in hydrant monitoring technology
   ii. Preventative maintenance practices
   iii. Water distribution reliability
   iv. Operational efficiencies for municipalities
   v. Infrastructure management considerations

c. The session highlighted how modern technologies can improve operational oversight and reduce maintenance costs while enhancing public safety.

4. Solids Reduction Technology in Wastewater Management

a. This presentation introduced the Eradicator Plus solids reduction technology used in wastewater pumping applications.

b. Discussion focused on:
   i. Pumping challenges within municipal wastewater systems
   ii. Solids handling improvements
   iii. Equipment performance efficiencies
   iv. Reduction of maintenance downtime
   v. Applications within municipal infrastructure systems

c. The presenters demonstrated how emerging pumping technologies can assist municipalities in improving wastewater operations and reducing operational costs.

5. Water Resources Management and Environmental Planning

a. The Water Resources Division presentation addressed several important environmental and infrastructure management topics, including:
   i. Flood studies and risk assessment
   ii. Drought monitoring and preparedness
   iii. Water use licensing
   iv. Water resource management planning
   v. Environmental engineering considerations

b. The session highlighted the growing pressures on municipal water resources and the need for sustainable management practices and long-term planning strategies.

6. Round Table Discussion

a. The discussion provided members with an opportunity to share operational experiences and discuss common municipal challenges affecting public works departments throughout Newfoundland and Labrador.

b. Major discussion themes included:
   i. Service delivery expectations
   ii. Municipal council priorities
   iii. Increasing public expectations
   iv. Social media impacts on municipal operations

v. Human resource challenges
vi. Recruitment and retention within public works
vii. Municipal liability and legislative protections

A significant portion of the discussion focused on Section 295 of the Towns and Local Service Districts Act, specifically relating to immunity from liability in nuisance claims involving municipal infrastructure systems.

Members discussed the practical implications of the legislation for municipalities dealing with water, wastewater, and stormwater infrastructure challenges, particularly during severe weather events and emergency situations. Considerable attention was given to municipal exposure to liability associated with flooding, stormwater management, and infrastructure system failures.

Section 295 states that a town or local service district shall not be liable for an action in nuisance, including where damages result from:

- Water overflowing from a water or wastewater system, drain, ditch, or watercourse due to excessive snow, ice, mud, or rain; or
- The construction, operation, or maintenance of systems or facilities for the distribution of water or for the collection, conveyance, treatment, or disposal of wastewater and stormwater.

The discussion highlighted the importance of municipalities understanding legislative protections while continuing to maintain sound operational practices, infrastructure maintenance programs, and risk management strategies. Participants also emphasized the need for clear communication with councils and residents regarding municipal responsibilities and infrastructure limitations during extreme weather events.

The 2026 CPWA Newfoundland and Labrador Spring Conference successfully provided a valuable forum for education, collaboration, and professional engagement among public works professionals throughout the province.

The location of the 2026 Fall meetings is not determined yet.

Resolution 2026 - 302
Moved by Deput Mayor Kearley
Seconded by Councillor Deering
Be it so resolved that Council moved the report from Director Elms regarding the Canadian Public Works Association (CPWA) Spring meetings held on May 6th – 8th, 2026 moved to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Director's Report – Department of Tourism, Economic Development, Community Enhancement and Special Events Committee

Director Delaney presented a preliminary update of the 2026 Songs, Stages and Seafood Festival. A detailed report including a financial statement will be presented at the July 14th Regular Council meeting.

The special events committee added two new events this year, The Harbor Hop and Toutons, Tom Cods and Tunes. These two events were well attended with the Hr. Hop selling out. This event was a pilot project to offer those visitors and locals who were in town for the festival an opportunity to visit local establishments who are situated by the sea. This initiative will be reviewed for potentially adding more venues for the 2027 festival.

Toutons, Tom cods and Tunes was an opportunity to hike our coastline, sample fresh local cod, caplin and toutons while listening to traditional music. This event, although smaller in numbers, was well attended, especially by out of province visitors.
Both events were designed to bring the festival, in part, back to the coastline and sea.

Attendance:
The 2026 Songs, Stages and Seafood Festival saw an improvement from 2025.

Ticket sales

Harbour Hop	- New **78**	Participants
Hooked on Local	- 2025 **251**	2026 **312**
Land and Sea Evening	- 2025 **181**	2026 **307**
NL Fish Cake Championships	- 2025 **142**	2026 **197**

Other notable items:

These was an increase in out of province visitors, including participants from New York, Massachusetts, Washington State, British Columbia, Manitoba, Ontario, Quebec and from across the province.

Targeted marketing of key geographic regions aided in a broader reach of those interested in spring seafood festivals. We will expand into our analytical findings in our final report.

Although Director Russell and I will note our volunteers in the final report I feel it is appropriate to briefly thank the many volunteers, including our special events committee, friends and family, town staff, and the Town Council for the hundreds of hours they all put into making this festival one of the best, in our country. We are truly an international festival, and we should take pride in that.

Resolution 2026 - 303
Moved by Deput Mayor Kearley
Seconded by Councillor Petten

Be it so resolved that Council moved the report from Director Delaney's report regarding 2026 Song Stages and Seafood Festival moved to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Canada Health Measures Survey – Directors Report
Resolution 2026 - 304
Moved by Councillor Deering
Seconded by Councillor Badcock

Be it so resolved that Council approve the use of the specified area of Bay Arena parking lot under the attached terms, conditions and cost estimate for Statistics Canada to conduct Canadian Health Measures Survey from August 24, 2026, to October 15, 2026.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

CORRESPONDENCE FOR INFORMATION

Conception Bay North Joint Council Minutes – April 30, 2026
Resolution 2026 - 305
Moved by Councillor Badcock
Seconded by Councillor Deering
Be it so resolved that Council accepts the Conception Bay North Joint Council Minutes of April 30, 2026, as presented and moved to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Stewardship Association of Municipalities AGM Report
Resolution 2026 - 306
Moved by Councillor Bowering
Seconded by Councillor Badcock

Be it so resolved that Council accepts the report from Councillor Deering regarding the Stewardship Association of Municipalities AGM meetings held on May 29th-30th, 2026 in Torbay and moved to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

ADJOURNMENT

Adjourn
Resolution 2026 – 307
Moved by Councillor Badcock
Seconded by Councillor Deering
Be it so resolved that Council now adjourns the regular meeting at 8:07 pm.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Petten, Councillor Deering, Councillor Badcock

Geoff Seymour, Mayor

Christine Bradbury, Town Clerk

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
OFFICE OF ADMINISTRATION

Meeting Date: June 9, 2026

Memo to: Mayor and Council

From: Dave Tibbo, CAO

Subject: **Cox & Palmer – Approval to Pay – Invoice 310054329**

Purpose:

For Council to review the attached invoice.

Background:

Please find attached a copy of Invoice 310054329 from Cox & Palmer for File# 30029429-00001 dated April 30th, 2026, in the amount of $ 688.28 HST inc. Requesting a motion of Council for an approval to pay.

Recommendation:

Be it so resolved that Council give an approval to pay Invoice 310054329 dated April 30, 2026, from Cox & Palmer for File# 30029429-00001 in the amount of $ 688.28 HST inc. Funds are available in GL Account 6019-7000.

Respectfully Submitted,

Dave Tibbo,
Chief Administrative Officer

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
DEPARMENT OF FINANCE AND PROCUREMENT

Date: June 9, 2026
Memo to: Mayor and Council
From: Roxanne Wade, Manager of Finance and Procurement
Subject: Approval of Payment – Four Door Pumper Truck

Purpose:

Approval is required for the final payment of Invoice #00009904 from Camions Carl Thibault Inc. in the amount of $702,608.60 HST included for the purchase of the 2026 Freightliner M2-106 4-Door Fire Fighting Pumper Truck.

Background:

On July 8, 2025, Motion #2025-1430 was approved for the purchase of a 2026 Freightliner M2-106 4-Door Fire Fighting Pumper Truck, through the Fire Protection Vehicles Cost Shared Program, Project No. FES-NL240009, at a cost of $689,885.00 HST included.

The Provincial Government funding contribution under the approved 70/30 cost-sharing agreement has now been received by the Town.

In addition to the approved vehicle purchase cost, the Town is responsible for 100% of the additional cost associated with the bumper extension, less the lightbar, in the amount of $12,723.60 HST included. The total cost being $702608.60 HST Included and requires approval from Council.

Recommendation:

Be it resolved that Council approve payment of Invoice #00009904 from Camions Carl Thibault Inc. in the amount of $702,608.60 HST included, for the purchase of the 2026 Freightliner M2-106 4-Door Fire Fighting Pumper Truck under the Fire Protection Vehicles Cost Shared Program, Project No. FES-NL240009. The Town's 30% contribution, along with the additional cost associated with the bumper extension less the lightbar in the amount of $12,723.60 HST included, will be funded from 2026 operating funds.

Respectfully Submitted,

Roxanne Wade
Manager of Finance and Procurement

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
ADMINISTRATIVE DEPARTMENT

Public Meeting June 9

Date: June 9,2026

Memo to: Mayor and Council

From: David Tibbo, CAO

Subject: **Grant Application for Registered Heritage structures: approval to apply and cost share 50% of total project cost.**

Purpose:

Provide Council info on a Heritage grant for the Museum and their concurrence on the 50% commitment from the Town.

Background:

The CAO would like to inform Council that Heritage Newfoundland and Labrador is currently accepting grant applications for registered heritage structures.

The CAO, in conjunction with the Communications Manager, reviewed the eligibility requirements and determined that the Town would qualify to apply for funding assistance related to the restoration and maintenance of the Town museum building. In particular, the proposed work would address ongoing issues with the front building envelope, including persistent water leaks that have resulted in the front entrance being unusable.

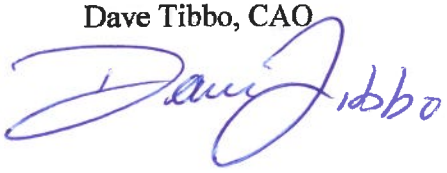
Heritage Newfoundland and Labrador is offering revitalization grants ranging from approximately $30,000 to $40,000, depending on project scope and eligibility. The application deadline was Friday, May 29, 2026, and the CAO proceeded with applying on behalf of the Town for the proposed restoration work.
Council is reminded that the grant program generally covers up to 50% of eligible exterior restoration expenses using traditional materials.

The estimated project cost, based on the current quotation received, is $28,700 plus HST. Funding has already been identified within the Town's budget to accommodate the municipal cost-sharing portion of the project. Accordingly, the CAO is seeking Council's consensus and approval to proceed with the restoration project, subject to the Town being successful in its grant application, and to authorize the required municipal cost-sharing contribution

Recommendation/Decision Point:

Be it so resolved that approval be given to proceed with the restoration project, subject to the Town being successful in its grant application, and to authorize the required municipal cost-sharing contribution of 50% ($16,502.50) of the total project of $28,7000 plus HST.
Respectfully Submitted,

Dave Tibbo, CAO



BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
DEPARTMENT OF PROTECTIVE SERVICES

Date: June 9, 2026

Memo to: Mayor and Council

From: Greg Squires, Director of Protective Services

Subject: **Variance Request – 938 Water St**

Purpose:

For Council's review and consideration regarding a proposed Variance to a building line setback from 8M to 7.2M.

Background:

The property owner of 938 Water Street has applied for a variance related to the required building line setback for proposed development on the property.

Under the Town's Development Regulations, the required building line setback for the property is 8.0 metres. The applicant is requesting a 10% variance to reduce the required setback from 8.0 metres to 7.2 metres. The requested variance falls within the maximum 10% discretionary variance permitted by Council under the Development Regulations.

The subject property is irregular in shape, which creates limitations respecting the placement and layout of development on the lot. The requested variance is intended to accommodate the proposed development while maintaining compliance with all other applicable development requirements.

Recommendation/Decision Point:

Be it so resolved that Council consider approval of the requested 10% variance at 938 Water Street to permit a reduced building line setback of 7.2 metres, subject to all other applicable municipal and regulatory requirements being met.

Respectfully Submitted,

Greg Squires
Director of Protective Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
DEPARTMENT OF PROTECTIVE SERVICES

Date: June 9, 2026

Memo to: Mayor and Council

From: Greg Squires, Director of Protective Services

Subject: **Correspondence – Land Clearing / Fire Hazard Awareness**

Purpose:

For Council's review and consideration regarding correspondence received from residents concerning land clearing activities and potential fire hazards in the forested area near Lodge Lane, Coley's Point.

Background:

The Town received correspondence from residents of the Lodge Lane area expressing concerns regarding tree cutting and land clearing activities occurring in the forested area extending from George Mercer Drive to Neck Road.

Residents have advised that over the past several winters, individuals have been cutting trees in the area behind residential properties. While a large portion of the harvested logs appear to have been removed, residents report that substantial amounts of tree boughs, timber debris, fallen trees, and remaining trunks have been left on site.

Residents have raised concerns that the remaining debris has become extremely dry and may present a significant fire hazard, particularly given recent dry weather conditions and wildfire activity experienced throughout the province. Concerns were specifically noted regarding the potential for rapid fire spread to nearby residential areas, including Lodge Lane, George Mercer Drive, Neck Road, Love Street, and surrounding properties.

The correspondence requests clarification regarding the condition in which the area was left following harvesting activities and requests that consideration be given toward having the area cleaned up to reduce the potential fire risk to neighbouring properties.

Recommendation/Decision Point:

Be it so resolved council send a letter to the owner of the property and ask it to be cleaned up.

Respectfully Submitted,

Greg Squires
Director of Protective Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
DEPARTMENT OF PROTECTIVE SERVICES

Date: June 9, 2026

Memo to: Mayor and Council

From: Greg Squires, Director of Protective Services

Subject: **Accessory Building Extension – 42-44 Bishops Road**

Purpose:

For Council's review and consideration regarding a proposed extension to an existing accessory building located at 42-44 Bishops Road.

Background:

The property owner of 42-44 Bishops Road has requested permission to extend the existing accessory building toward the rear of the property.

The current accessory building is located approximately 0.71m from the side property boundary. This existing setback is permitted as the structure predates the current Development Regulations and is therefore considered legally non-conforming.

Under the current Development Regulations, accessory buildings are required to maintain a minimum side yard setback of 2.0m from the property boundary. Council may vary this requirement by up to 10%, which would reduce the required setback to 1.8m.

As the existing structure is located approximately 0.71m from the property boundary, the requested extension would not meet the minimum allowable setback, even with the maximum variance permitted by Council under the Regulations.

Recommendation/Decision Point:

Be it so resolved that Council deny the requested variance for the proposed extension to the accessory building at 42-44 Bishops Road, as the proposed setback does not comply with the minimum variance provisions permitted under the Development Regulations.

Respectfully Submitted,

Greg Squires
Director of Protective Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
DEPARTMENT OF PROTECTIVE SERVICES

Date: June 9, 2026

Memo to: Mayor and Council

From: Greg Squires, Director of Protective Services

Subject: **Replacement of Fire Department SCBA Equipment**

Purpose:

For Council's review and consideration regarding the replacement of SCBA equipment for the Bay Roberts Fire Department.

Background:

The Bay Roberts Fire Department issued a Request for Quotations (RFQ) for the replacement of the department's SCBA equipment. The replacement of this equipment is necessary to ensure firefighter safety, maintain operational readiness, and comply with current applicable standards.

3 Bids were received following the review of submissions received through the RFP process, Safety Source was identified as the lowest compliant bidder.

The total bid amount submitted by Safety Source for the replacement of the SCBA equipment is $44,729.25.

Recommendation/Decision Point:

Be it so resolved that Council approve the awarding of the RFQ for the replacement of the Fire Department SCBA equipment to Safety Source in the amount of $44,729.25 HST included, funds available in GL# 7000-0000.

Respectfully Submitted,

Greg Squires
Director of Protective Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
DEPARTMENT OF PROTECTIVE SERVICES

Date: June 9, 2026

Memo to: Mayor and Council

From: Greg Squires, Director of Protective Services

Subject: **Fire Protection Assistance Agreement – Town of Upper Island Cove**

Purpose:

To seek Council approval of a Fire Protection Assistance Agreement between the Town of Bay Roberts and the Town of Upper Island Cove to support regional emergency response cooperation and public safety.

Background:

The Town of Upper Island Cove has requested the establishment of a Fire Protection Assistance Agreement with the Town of Bay Roberts (Bay Roberts Fire Rescue). The proposed agreement formalizes a cooperative relationship whereby Bay Roberts Fire Rescue may provide fire protection and emergency response assistance when requested and when personnel, apparatus, and equipment are available.

The agreement promotes regional cooperation, enhances emergency response capabilities, and supports public safety for residents of both communities while ensuring that Bay Roberts' operational requirements remain the first priority.

Recommendation/Decision Point:

Be it so resolved that Council approve the Fire Protection Assistance Agreement between the Town of Bay Roberts and the Town of Upper Island Cove and authorize the Mayor and CAO to sign the agreement on behalf of the Town.

Respectfully Submitted,

Greg Squires
Director of Protective Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
PUBLIC WORKS DEPARTMENT

Date: June 9, 2026

Memo to: Mayor and Council

From: Sean Elms, Director of Public Works and Technical Services, Perry Bowering Councillor Chair

Subject: **SCADA purchase**

Purpose:

Council approval for the purchase and installation of a SCADA unit on a Lift Station.

Background:

The Town has received a quotation for the supply and installation of a SCADA system intended to improve operational monitoring and control of the lift station on Shearstown Road.

SCADA systems provide real-time monitoring, alarm notifications, remote access capabilities, operational data collection, and improved system management. The implementation of this technology is expected to enhance operational efficiency, improve response times to equipment issues, and support preventative maintenance activities.

This expenditure was not specifically identified in the approved 2026 operating or capital budget. However, staff have reviewed departmental budgets and believe funding may be accommodated and Council have had discussions about proceeding with purchase if funding could be found. It is important for Council to remember if the unit is purchased then there will be $15,000 less in another area of the water and sewer budget.

The proposed system will also improve reliability and reduce operational risks associated with manual monitoring processes in the area and moving forward having a yearly budget for the SCADA units would be beneficial.

Recommendation/Decision Point:

Be it resolved that Council approve the purchase and installation of the SCADA system at the quoted cost of $14,996.59 HST included. Funds are available in account # 6705-7500.

Respectfully Submitted,

Sean Elms
Director of Public Works and Technical Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
PUBLIC WORKS DEPARTMENT

Date: June 9, 2026

Memo to: Mayor and Council

From: Sean Elms, Director of Public Works and Technical Services, Perry Bowering Councillor Chair

Subject: **Cathill Road Paving request**

Purpose:

Update Council on correspondence regarding a paving request from a resident on Cathill Road.

Background:

A request was submitted by a resident of Cathill Road requesting that the Town extend asphalt paving approximately 30 metres beyond the current termination point of the roadway in order to provide paved access to a newly installed second driveway on the resident's property.

At present, the paved portion of Cathill Road terminates at the existing driveways of the final two developed properties located opposite one another. Beyond this point, the roadway transitions to an unpaved surface and provides access to one resident with a second house under construction. This gravel section in question is maintained by the Town as part of the municipal road network.

Town staff reviewed the request in relation to existing roadway standards, historical servicing practices, operational requirements, and potential implications for future municipal infrastructure requests. Based on the site inspection and review of municipal policies the following was determined:

- The current pavement termination point has historically served as the practical end of the improved roadway section.
- The newly installed driveway is a secondary/private improvement undertaken by the property owner and does not create a municipal requirement for roadway extension or upgrading.
- Extending pavement solely to accommodate a private secondary driveway would establish a precedent for similar requests elsewhere within the municipality.
- The requested work would result in additional municipal costs for paving, future maintenance, and long-term lifecycle replacement without a demonstrated public infrastructure need.
- The existing roadway condition continues to provide reasonable access to the property.
- If paving were to be approved, it should also include the two driveways further in.

The request does not represent a necessary municipal infrastructure improvement, and approval could create an undesirable precedent for future private-access paving requests. Existing road access is considered adequate, and the proposed extension would create additional municipal liabilities and maintenance obligations without broader public benefit unless the entire section was upgraded with asphalt.

Since the paving list is being tendered and based on the above review, I would advise Council that we inform the resident that we are unable at the present time to pave the area due to the paving budget. Once the tender results are finalized, we may be able to complete the paving in the fall. The resident should also be advised that Council will put it on next years paving list for discussion.

If Council concur with the recommendation of the Director, he will contact the resident and notify him of the decision of Council.

Respectfully Submitted,

Sean Elms
Director of Public Works and Technical Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
PUBLIC WORKS DEPARTMENT

Date: June 9, 2026

Memo to: Mayor and Council

From: Sean Elms, Director of Public Works and Technical Services, Perry Bowering Councillor Chair

Subject: **Fence damage Pit Road**

Purpose:

Update Council on correspondence regarding a damaged fence from a resident.

Background:

The property owner submitted correspondence requesting repair or replacement of a wooden fence, stating that the damage was caused by a municipal snow plow during winter maintenance activities. Photographs were provided showing the fence line along Pit Road in proximity to a roadway intersection and street signage.

A site visit was completed by municipal staff to assess the condition and location of the fence in relation to the roadway and typical snow clearing operations.
Findings from the site visit include:

- The fence is set back from the edge of the travelled roadway behind a gravel shoulder and grass verge.
- No evidence was observed of direct contact between snow clearing equipment and the fence structure.
- The condition of the fence is consistent with general wear and deterioration typical of age and exposure.
- No similar or previous reports of fence damage in this area attributed to snow plow operations have been recorded.
- Operational history provided by Public Works indicates no known incidents involving plow operators striking or damaging private property at this location.

Based on both photographic review and the on-site inspection:

- The physical separation between the roadway and fence reduces the likelihood of direct mechanical impact from a plow blade.
- No physical indicators (e.g., impact scarring, uniform blade-height damage, or displacement patterns consistent with plowing contact) were identified.
- The absence of prior reports or operational incidents in the area further reduces the likelihood of recurring equipment-related contact.
- While indirect effects from snow placement (windrow, ice, or debris) are generally possible in winter maintenance operations, no specific evidence linking such effects to structural failure of the fence was observed.

Based on the information available, including site inspection findings and operational history:

- There is no supporting evidence that municipal snow clearing operations caused the reported fence damage.
- A direct impact from a snow plow is considered unlikely given the setback distance and lack of physical indicators.
- The condition of the fence appears more consistent with age-related deterioration and environmental exposure.

Since there is no evidence to substantiate the claim that municipal snow clearing operations caused damage to the fence at this location. I would recommend that Council:

1. Advise the property owner that, based on site inspection and operational records, the municipality is unable to substantiate the claim of plow-related damage.
2. Any snow pushed to the side of the road was part of regular snow clearing activities.

Recommendation/Decision Point:

Be it resolved that Council deny the request to provide compensation or undertake repairs related to this claim, based on the site inspection, the photographic evidence, and the absence of any prior incidents or reports involving snowplow damage at this location.

Respectfully Submitted,

Sean Elms
Director of Public Works and Technical Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
PUBLIC WORKS DEPARTMENT

Date: June 9, 2026

Memo to: Mayor and Council

From: Sean Elms, Director of Public Works and Technical Services, Perry Bowering Councillor Chair

CC: Roxanne Wade, Manager of Finance and Procurement

Subject: **Capital expenditure – Claim #4 Shearstown Intersection Project**

Purpose:

Approval required to pay progress claim#4 from Black Diamond Construction related to the Shearstown Intersection Project.

Background:

Progress claim #4, invoice #20258146, is for work related to the Shearstown Intersection project, and is for work completed from August 6th, 2025, to December 31st, 2025. The amount invoiced is $43,376.62 HST included. The total construction to date is in the amount of $896,621.40 HST included.

I have reviewed progress claim #4 and concur that the claim is compliant and satisfactory.

Recommendation:

Be it resolved that Council approve the capital expenditure payable to Black Diamond Construction for work completed under the Shearstown Intersection Project, as outlined in Claim #4, invoice #20258146, in the amount of $43,376.62 HST included. Funding for this expenditure has been allocated within Capital Grants Project Account #2138-0000.

Respectfully Submitted,

Sean Elms
Director of Public Works and Technical Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
PUBLIC WORKS DEPARTMENT

Date: June 9, 2026

Memo to: Mayor and Council

From: Sean Elms, Director of Public Works and Technical Services, Perry Bowering Councillor Chair

Subject: **Traffic calming – 3 and 4 way stops, speed bumps**

Purpose:

Provide Council lists for potential 3-way and 4-way stops as well as speed bump locations throughout town.

Background:

Residents have expressed concerns regarding speeding vehicles, unsafe intersections, and reduced safety for pedestrians, cyclists, children, and seniors. The Town of Bay Roberts has identified potential traffic calming measures, including the installation of three-way and four-way stop intersections and the installation of speed humps on selected residential streets. The objective is to improve road safety, reduce excessive vehicle speeds, and create safer neighborhoods for all road users.

The following is a list of proposed 3-way stops:
Sheasrtown Road/New Hill Road
Central Street/Cross Road
Water Street/Cross Road
Neck Road/Kellys Road
Neck Road/Love Street
George Mercer Drive/Kellys Road
Butlerville/ Pit Road
Central Street/Church Lane
Water Street/Barnes Road
Shearstown Road/Fox Place

The following is a list of proposed 4-way stops:
Marina Place/Water Street/Klondike

The following is a list of proposed speed hump locations:
George Mercer Drive (just east of Sod Lane)
George Mercer Drive (just East of Kellys Road)
Barracks Road (1/2 way between Eric Dawe Drive and Water Street)
Cross Road (1/2 way between station Road and Conception Bay Highway)
Country Road (West of the railway)
Country Road (West of Russells Lane)
Picketts Road (before Reids Road)

Water Street (just West of Barnes Road)
Bishops Road (1/2 way)
Butlerville Road (just East of Pit Road)
Shearstown Road (just west of lift stion by Parsons Store)
Shearstown Road (just east of lift station near Fox Place)
Central Street (just West of the Church)
Neck Road (1/2 way between Sod Lane and Bareneed Road)
Neck Road (1/2 way between Lodge Lane and Dawes Road)
Marina Place (1/2 way)
Peppers Road (1/2 way)
Barracks Road (1/2 way between Eric Dawe Drive and Conception Bay Highway)
Cleary's Road (1/2 way)
Eric Dawe Drive

After discussion and email feedback the following 3- and 4-way stops should be installed at:

1. Sheasrtown Road/New Hill Road
2. Central Street/Cross Road
3. Water Street/Cross Road
4. Neck Road/Kellys Road
5. Marina Place/Water Street/Klondike

The following intersections should continue to be monitored:

1. Neck Road/Love Street
2. George Mercer Drive/Kellys Road
3. Butlerville/ Pit Road
4. Central Street/Church Lane
5. Water Street/Barnes Road
6. Shearstown Road/Fox Place

After discussion and email feedback the following speed humps should be installed on:

1. George Mercer Drive (just east of Sod Lane)
2. George Mercer Drive (just East of Kellys Road)
3. Barracks Road (1/2 way between Eric Dawe Drive and Water Street)
4. Cross Road (1/2 way between station Road and Conception Bay Highway)
5. Country Road (West of the railway)
6. Country Road (West of Russells Lane)
7. Picketts Road (before Reids Road)
8. Water Street (just West of Barnes Road)
9. Bishops Road (1/2 way)
10. Butlerville Road (just East of Pit Road)
11. Shearstown Road (just west of lift stion by Parsons Store)
12. Shearstown Road (just east of lift station near Fox Place)
13. Central Street (just West of the Church)
14. Neck Road (1/2 way between Sod Lane and Bareneed Road)
15. Neck Road (1/2 way between Lodge Lane and Dawes Road)

The following speed hump areas should be monitored and where possible install temporary speed bumps.

1. Marina Place (1/2 way)
2. Peppers Road (1/2 way)
3. Barracks Road (1/2 way between Eric Dawe Drive and Conception Bay Highway)
4. Cleary's Road (1/2 way)
5. Eric Dawe Drive

Recommendation:

Be it resolved that Council install 3-way, 4-way stops and speed humps done in the priority as noted below, pending budget availability.

The following 3- and 4-way stops should be installed at:

1. Sheasrtown Road/New Hill Road
2. Central Street/Cross Road
3. Water Street/Cross Road
4. Neck Road/Kellys Road
5. Marina Place/Water Street/Klondike

The following speed humps should be installed on:

1. George Mercer Drive (just east of Sod Lane)
2. George Mercer Drive (just East of Kellys Road)
3. Barracks Road (1/2 way between Eric Dawe Drive and Water Street)
4. Cross Road (1/2 way between station Road and Conception Bay Highway)
5. Country Road (West of the railway)
6. Country Road (West of Russells Lane)
7. Picketts Road (where speed radar is located)
8. Water Street (just West of Barnes Road)
9. Bishops Road (1/2 way)
10. Butlerville Road (just East of Pit Road)
11. Shearstown Road (just west of lift stion by Parsons Store)
12. Shearstown Road (just east of lift station near Fox Place)
13. Central Street (just West of the Church)
14. Neck Road (1/2 way between Sod Lane and Bareneed Road)
15. Neck Road (1/2 way between Lodge Lane and Dawes Road)

The following speed hump areas should be monitored and where possible install temporary speed bumps.

1. Marina Place (1/2 way)
2. Peppers Road (1/2 way)
3. Barracks Road (1/2 way between Eric Dawe Drive and Conception Bay Highway)
4. Cleary's Road (1/2 way)
5. Eric Dawe Drive

Respectfully Submitted,

Sean Elms
Director of Public Works and Technical Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
PUBLIC WORKS DEPARTMENT

Date: June 9, 2026

Memo to: Mayor and Council

From: Sean Elms, Director of Public Works and Technical Services, Perry Bowering Councillor Chair

Subject: **Paving List 2026**

Purpose:

Council approval to tender the 2026 paving list.

Background:

Council budgeted funds in the 2026 budget to tender for paving various roads throughout Bay Roberts. Based on discussion and email feedback there were two lists developed. The first list is what is recommended to tender and it is the roads that were ranked from 1 to 12. The second list are the remaining areas and are the roads that are ranked from 13 to 21.
Below is the recommended list to tender:

Rank	Street Name	Distance (m)	Cost
	Neck Road		
1	Lodge Lane to Civic #132	250	$36,000
2	James Norman Hall to Kellys Road	390	$53,000
	George Mercer Drive		
3	Kelly Road to Anthony Place	270	$36,000
	Klondike		
4	South side of the bridge	140	$27,000
5	North side of the bridge	110	$22,500
	South Road		
6	From parade Street to Civic 70	330	$47,000
7	From civic 127 to 135	100	$14,500
	George Mercer Drive		
8	Civic #98 to Avalon Salt second parking lot	270	$37,500
	Country Road		
9	Civic #188 -Civic #172	160	$21,500
10	Civic #154 -Civic #144	115	$16,000
	Water Street		
11	Whitney Street to Parsons Road	150	$26,000
12	**Goose Pond Ext/Ext**	120	$23,500
		Total Estimated Cost	**$360,500**

Below is the second list:

Rank	Street Name	Distance (m)	Cost
	George Mercer Drive		
13	Dawes Road to End of Road	380	$45,000
	Central Street		
14	Church Lane to Cemetery driveway	240	$35,000
	Farm Road		
15	From Farm Rd ext to Civic 38	110	$16,000
	Water Street		
16	Hardings Lane to Church Lane	275	$40,000
17	**Smith Street (including roundabout)**	250	$37,000
18	**Filliers Lane**	95	$9,000
19	**Duncan Road**	80	$12,500
20	**Fox Place**	40	$7,000
21	**Jones Subdivison**	100	$9,500
		Total Estimated Cost	**$211,000**

There were also some discussion and feedback on other areas of Town that never made the list but should also be included in the Towns Patching program. These areas included:

1. Adler Place
2. Eric Dawe Drive
3. Picketts Road
4. Central Street

The above costs are estimates and may vary depending on tender results. The tender will also include 1m of shouldering on each side of the road.

Recommendation:

Be it resolved that Council accept the list as presented and proceed with tendering the recommended roads ranked from 1 to 12 as identified below. The remaining roads will incorporate some patching and roads that are not completed this year will be placed at the top of the list on next years paving list.

Rank	Street Name	Distance (m)
	Neck Road	
1	Lodge Lane to Civic #132	250
2	James Norman Hall to Kellys Road	390
	George Mercer Drive	
3	Kelly Road to Anthony Place	270
	Klondike	
4	South side of the bridge	140
5	North side of the bridge	110
	South Road	
6	From parade Street to Civic 70	330
7	From civic 127 to 135	100

	George Mercer Drive	
8	Civic #98 to Avalon Salt second parking lot	270
	Country Road	
9	Civic #188 -Civic #172	160
10	Civic #154 -Civic #144	115
	Water Street	
11	Whitney Street to Parsons Road	150
12	**Goose Pond Ext/Ext**	120

Respectfully Submitted,

Sean Elms
Director of Public Works and Technical Services

BAY ROBERTS
CARVED BY THE SEA

TOWN OF BAY ROBERTS
RECREATION DEPARTMENT

Public Council Meeting

Meeting Date: June 9, 2026

Memo to: Mayor and Council

From: Eddie Russell, Director of Recreation

Councillor Frank Deering, Liaison for the Department of Recreation

Subject: **Director's Report – Canada Health Measures Survey**

Purpose:

Information regarding the Statistics Canada Canadian Health Measures Survey to occur from August 24th, 2026, to October 15, 2026, in the Town of Bay Roberts.

Background:

The Town of Bay Roberts, NL and surrounding area has been selected by Statistics Canada's Canadian Health Measures Survey (CHMS) as the 12th collection site for Cycle 08 of the CHMS and will be in this area collecting data from Monday, August 24th, 2026, to Thursday, October 15th, 2026.

The CHMS is a national survey that collects information from Canadians about their general health, and health behaviours. The CHMS is conducted in 2 phases. The first phase involves an in-home interview with selected respondents. In the second phase, the household respondents visit a mobile examination center where health professionals employed by Statistics Canada perform a series of physical health measures including blood pressure, height, weight, waist, and hip circumference. Respondents also provide urine and blood samples should they consent.

The CHMS has been collecting data since 2007, and the mobile center has been located at over 96 sites in cities across Canada. Each cycle consists of collecting data from 16 sites across the country over a 2-year period. Household and clinic collection in each site respectively last six weeks.

The CHMS mobile examination center is comprised of the 3 trailers that are parked together and aligned to be connected by a pedway to create one clinic. The trailers are parked for a duration of 8 weeks at a selected site. Statistics Canada is responsible for all direct and indirect costs associated with the clinic location and ensure that the site is left in the exact condition to when they arrive. Included is the Statement of Work which specifies the requirements for selecting a designated CHMS clinic location.

Enclosed are an overview of the requirements and an example of the Letter of Agreements used when renting a site location from a Municipality. In addition to a population map outlining the area which will be covered by the survey.

You can find more information about the CHMS at www.statcan.gc.ca/chms. In addition, a virtual tour of the mobile center can be found here: https://youtu.be/z7w0avNMUtk

CHMS would like to collaborate with the Town of Bay Roberts to ensure that the residents are both adequately represented in the survey and to facilitate their visit to the mobile center. We would like to request use of section of the Bay Arena parking lot to park the trailers. The Bay Arena would be a great location as it is paved and close to the highway making it very easy to get to and find for residents who may not be familiar with the area. The area being requested is in the Southeast corner of the lot towards the back of the building. (Site Map attached).

Other documents attached include:

- Letter of Agreement Template
- Statement of Work for Site Installation
- Cost Estimate Document

Recommendation/Decision Point:

Be it resolved that Council, approved the use of the specified area of Bay Arena parking lot under the attached terms, conditions and cost estimate for Statistics Canada to conduct Canadian Health Measures Survey from August 24, 2026, to October 15, 2026.

Respectfully Submitted,

Eddie Russell, Director of Recreation

Christine Bradbury

From: Frank Deering
Sent: June 3, 2026 10:42 AM
To: Christine Bradbury
Subject: Fwd: SAM Report

Subject:

SAM AGM Report to Council

Stewardship Association of Municipalities (SAM) Annual General Meeting

May 29-30, 2026 – Torbay, Newfoundland and Labrador

Submitted by: Frank Deering, Council Representative

Purpose

To provide Council with an update on the Stewardship Association of Municipalities (SAM) Annual General Meeting held in Torbay on May 30, 2026, and to outline key discussions, decisions, and opportunities relevant to the Town of Bay Roberts.

Overview

The SAM AGM brought together municipal representatives, conservation partners, provincial agencies, and community organizations from across Newfoundland and Labrador to discuss stewardship initiatives, environmental conservation, municipal advocacy, and organizational planning.

The meeting focused on governance, financial accountability, conservation programming, municipal stewardship activities, and future priorities for the organization.

Board of Directors Report

The Board of Directors presented updates on organizational activities since the 2025 Fall Regional Meetings, including:

- Review of Board meeting minutes and activities.
- Update on SAM's application for charitable status.
- Discussion regarding additional membership on the Financial Advisory Committee.
- Upcoming Board elections and governance matters.
- Creation of a Habitat Conservation Workshop Organizing Committee.
- Continued development of SAM's resolution and advocacy process.

The Board reported that the organization remains financially stable and continues to secure funding partnerships for conservation and stewardship projects throughout the province.

At the AGM, elections for the Board of Directors were held. I was elected to serve as a Director on the SAM Board for a one-year term.

Workplan and Budget

Members reviewed and approved:

- The 2025-2026 Workplan Report.
- The 2025-2026 Budget Report.
- The proposed 2026-2027 Budget.
- The proposed 2026-2027 Annual Workplan.

These documents outline continued support for municipal conservation projects, habitat protection initiatives, educational programming, invasive species awareness, and climate adaptation efforts.

Conservation and Stewardship Initiatives

SAM highlighted several successful programs and partnerships including:

- Habitat conservation and restoration projects.
- Municipal climate adaptation initiatives.
- Community stewardship education programs.
- Partnerships with provincial and federal agencies.
- Expansion of conservation awareness and public engagement efforts.

The organization continues to position itself as a provincial leader in municipal environmental stewardship and conservation.

Municipal Stewardship Reports

Member municipalities provided updates on local stewardship and environmental initiatives. These reports demonstrated the wide range of

conservation projects being undertaken throughout Newfoundland and Labrador and provided opportunities for municipalities to share best practices and lessons learned.

Bay Roberts' participation continues to ensure the town remains connected to emerging funding opportunities, environmental programs, and partnerships available through SAM and its network.

Benefits to Bay Roberts

Membership in SAM continues to provide value through:

- Access to environmental stewardship expertise and resources.
- Networking opportunities with municipalities across the province.
- Information on funding opportunities and grant programs.
- Support for habitat conservation and environmental initiatives.
- Advocacy on environmental and stewardship matters affecting municipalities.

Conclusion

The SAM AGM was productive and informative, highlighting the organization's continued growth and strong provincial partnerships. The meeting reinforced the importance of municipal collaboration in advancing conservation, stewardship, and environmental sustainability initiatives.

I would like to thank SAM's Board of Directors, staff, volunteers, and partner organizations for their continued commitment to supporting municipalities across Newfoundland and Labrador. Bay Roberts remains an active participant in these efforts and will continue to benefit from involvement in the organization.

Respectfully submitted,

Frank Deering
Council Representative
Town of Bay Roberts

Sent from my iPhone