Town of Bay Roberts
Minutes of Regular Meeting of Council
Tuesday, August 11th, 2026

Thirteen 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 Dean Franey
Councillor Ross Petten
Councillor Silas Badcock
Councillor Frank Deering

Dave Tibbo, CAO
Christine Bradbury, Town Clerk
Ron Delaney, Director of Tour/Eco. Devel.
Sean Elms, Director of PWTS
Greg Squires – Director of Protective Services

CALL MEETING TO ORDER

Mayor Seymour called the meeting to order at 7:10 p.m.

AGENDA / MINUTES

Adoption of Agenda
Resolution 2026 – 350
Moved by Councillor Petten
Seconded by Deputy Mayor Kearley
Be it so resolved that the regular meeting agenda for August 11th, 2026, is accepted as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Approval of Minutes – July 14th, 2026
Resolution 2026 – 351
Moved by Councillor Deering
Seconded by Councillor Badcock
Be it so resolved that regular meeting minutes for July 14th, 2026, be adopted as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

COMMITTEE REPORTS/ OTHER MEETINGS/ NEW BUSINESS

Closed Minutes – July 14th, 2026
Resolution 2026 – 352
Moved by Councillor Petten
Seconded by Deputy Mayor Kearley
Be it so resolved that closed meeting minutes for July 14th, 2026, be adopted as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

NEW BUSINESS AND STAFF REPORTS

Accounts Payable – Ending Date August 11th, 2026
Resolution 2026 - 353
Moved by Councillor Badcock
Seconded by Councillor Petten
Be it so resolved that Council approves the Accounts Payable listing in the amount of $151,947.80 up to and including August 11th, 2026, as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Stewart McKelvey – Approval to Pay – Invoice 91312802
Resolution 2026 – 354
Moved by Councillor Franey
Seconded by Councillor Deering
Be it so resolved, that Council give an approval to pay Invoice 91312802 dated July 23rd, 2026 from Stewart McKelvey for File# SM014509 - 00004 in the amount of $10,921.47 HST incl. Funds are available in GL Account 6019-7000
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Commemorative Naming and Recognition Policy – Request for Approval
Resolution 2026 – 355
Moved by Councillor Badcock
Seconded by Councillor Deering
Be it so resolved that Council approve the Commemorative Naming and Recognition Policy as presented to Council.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Purchase of Work Truck – Recreation and Tourism
Resolution 2026 – 356
Moved by Councillor Petten
Seconded by Councillor Deering
Be it so resolved that Council approve the purchase of the White Ford Ranger XL, from Avalon Ford, Bay Roberts for the price of $53,410.50, HST included from Capital Project relocated funds.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Construction Waste Diversion Feasibility Study

The CAO provided this report for information purposes for Council.

The CAO would like to inform Council that the pre-application for the Construction Waste Diversion Feasibility Study has been accepted. The Town has been advised that the project meets the Green Municipal Fund (GMF) eligibility criteria and is eligible to proceed to the full GMF application stage.

It should be noted that meeting the eligibility criteria does not guarantee funding. In addition to the environmental benefits of the project, the GMF considers a combination of factors when evaluating and recommending projects for funding approval.

The deadline for submission of the full application is in September. The CAO will continue to work with EcoNext and the Eastern Regional Service Board (ERSB) to complete the application and will keep Council informed of the project's progress and any future developments.

Resolution 2026 – 357
Moved by Councillor Petten
Seconded by Councillor Franey
Be it so resolved that Council accept the report regarding the Construction Waste Diversion Feasibility Study as presented
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Second Quarter Department Update – April – June 2026

The Director of Protective Services provided Council with an update on the Second Quarter of the Department permits.

Thus far in 2026 we have had a total of 27 New Residential permits issued.

Permit activity remained steady throughout the quarter, with staff continuing to assist residents, developers, contractors, and businesses through the application process while ensuring development complies with municipal standards.

A breakdown of permits issued during the Second Quarter was attached for Council's information.

Resolution 2026 – 358
Moved by Councillor Petten
Seconded by Councillor Franey

Be it so resolved that Council accept the report regarding the Second Quarter Department Update (April – June 2026) as presented
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Bulk Garbage, Property Maintenance Update and Request for Direction
Resolution 2026 – 359
Moved by Deputy Mayor Kearley
Seconded by Councillor Bowering
Be it so resolved that Council receive the provided report for information and provide direction respecting the enforcement files for 26 Butlerville Road and 28 Butlerville Road, including authorization to proceed with forwarding these matters to Court for further enforcement action.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Prior to Discussion on the below noted Agenda Item Councillor Bowering left the Chambers after declaring a Conflict of Interest – 7:30 pm.

Car Dealer Approval
Resolution 2026 – 360
Moved by Councillor Franey
Seconded by Councillor Petten
Be it so resolved that Council approve the discretionary use application submitted by Berzack Enterprises Limited to establish a small equipment and car dealership at 1 Bishops Road for the purpose of proceeding to the required public advertising process. Following the completion of the advertising period and consideration of any representations received, the application will be returned to Council for a final decision.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Councillor Bowering returned to the Chambers – 7:34 pm.

Fire Department Activity Report for July 2026

The following report was prepared by the Fire Chief on behalf of Bay Roberts Fire Rescue.

Bay Roberts Fire Rescue continues to provide strong emergency response services to our region. In August, the department responded to 18 emergency calls, including 4 fire-related incidents, 8 motor vehicle accidents, and 6 medical assists, bringing the year-to-date total to 132 calls. The department currently has 34 active members and is actively recruiting. Training remains a priority, with 4 training nights completed in August and 31 training nights held so far this year.

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

Resolution 2026 – 361
Moved by Councillor Franey
Seconded by Councillor Badcock
Be it so resolved that Council accepted the Activity Report for the month of July from Fire Chief Murphy.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Motion to Approve Order – 30 Badcocks Road
Resolution 2026 – 362
Moved by Councillor Badcock
Seconded by Councillor Franey
Be it so resolved the Town of Bay Roberts issue a clean-up order for Civic 30 Badcock's Road. This order of Council is made pursuant to the authority conferred by *SNL2023 Chapter T-62 – Division 4 – Section 285 (1)(b) Towns and Local Service Districts Act, Section 5, 6 & 35 Occupancy and Maintenance Regulations under the Urban and Rural Planning Act.*
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Traffic Calming – Three and Four Way Stops, Speed Humps
Resolution 2026 – 363
Moved by Councillor Franey
Seconded by Councillor Petten

Be it so resolved that Councill approve the following traffic calming items:

- Eight speed humps locations:
    1. George Mercer Drive (East of Kelly's Road) Civic #50
    2. Country Road (West of the railway) Civic #182
    3. Picketts Road (where speed radar is located) Civic #47
    4. Water Street (West of Barnes Road) Civic #427
    5. Butlerville Road (East of Pit Road) Civic #117
    6. Shearstown Road (just east of lift station) Civic #299
    7. Central Street (West of the Church) Civic #79
    8. Neck Road (1/2) way between Sod Lane and Bareneed Road) Civic #22

- Three Way Stop Intersections
    - Shearstown Road/New Hill Road
    - Central Street/Cross Road
    - Water Street/Cross Road
    - Neck Road/Kellys Road

- Four Way Stop – Marina Place/Water Street/Klondyke

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

Approval to Award Tender – 2026 Paving Program

Council reviewed in detail the Approval to Award "Tender -2026 Paving Program "report provided by Director of Public Works and Technical Services.

As part of the discussion in deciding the paving priorities Council considered several options for reducing the number of projects included in the paving tender to bring it within budget. There was discussion about potentially removing Rankings No. 12 Goose Pond (lowest on the priority list tendered) and Rankings No. 9 and 10, Country Road, from the list. Council also considered the potential removal of the combined Ranking No. 12, Goose Pond, and Ranking No. 11, Water Street. Keeping these previous discussions in mind, the CAO recommended that Council consider all options before making a final decision.

The CAO reiterated as noted in the report, Council was provided with the opportunity to rank all 21 proposed paving projects from highest to lowest priority. Rather than selecting a road arbitrarily, the CAO recommended removing the project that received the lowest overall ranking—Goose Pond, ranked 12th.

The CAO noted that following the ranking established by Council would respect the priorities previously identified by Council and would bring the paving program closer to the available

budget. Although a small shortfall would remain, he indicated that the outstanding amount could be incorporated into the Town's operating budget. He believes this would be the fairest approach.

Following a lengthy discussion and debating the pros and cons of each, council concurred with the following recommendation. They also concurred that ranking #12 be considered tops on the priority list moving forward.

Resolution 2026 - 364
Moved by Councillor Deering
Seconded by Councillor Petten
Be it so resolved, that the Town of Bay Roberts, award the 2026 paving tender to Concord Paving for the total amount of $399,614.66, HST included. This tender award would accomplish the paving improvements from rankings 1 to 11. Funds for this tender are to be funded by the Town's Canada Community Building Fund application, pending approval, for $292,656, with the remaining funds to be found in the Town's operating account.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Capital Expenditure – Claim 2 - Water Street Phase 2 project # 17-MYCW-24-00045
Resolution 2026 – 365
Moved by Councillor Franey
Seconded by Deputy Mayor Kearley
Be it so resolved that Council approve the capital expenditure from Cougar Engineering Ltd. for works related to the Water Street Phase 2 project # 17-MYCW-24-00045 in the amount of $452,4575.86 HST included. Funding for this expenditure has been allocated within Capital Grants Project Account #2147-0000
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Capital Expenditure – Invoice 20405938 WSP E&I Canada – Water Street Phase 2
Resolution 2026 – 366
Moved by Councillor Petten
Seconded by Councillor Franey
Be it resolved that Council approve the capital expenditure from WSP E&I Canada Ltd. for works related to the Water Street Phase 2 project # 17-MYCW-24-00045 in the amount of $14,032.88 HST included. Funding for this expenditure has been allocated within Capital Grants

Project Account #2147-0000
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

360 Conception Bay Highway – Sewer/Air Pressure Concerns
Resolution 2026 – 367
Moved by Councillor Petten
Seconded by Councillor Franey
Be it so resolved that Council acknowledge that the Town has exercised due diligence by investigating the complaint, engaging qualified contractors, completing municipal infrastructure improvements, and considered professional advice.

Furthermore; Council should advise the property owner that, based on the information currently available, the next appropriate step is for the homeowner to complete a detailed inspection of their private sewer service and internal plumbing system to identify and correct any remaining issues.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Garden Refuse Schedule – Update
Resolution 2026 – 368
Moved by Deputy Mayor Kearley
Seconded by Councillor Deering
Be it so resolved that Council approve extending the Garden Refuse Site operating season through late Fall using an alternating Friday and Saturday schedule and the same daily hours of operation.

Fridays
- 9:00 a.m. – 12:00 p.m.
- 1:00 p.m. – 4:00 p.m.

Saturdays
- 9:00 a.m. – 1:00 p.m.

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

Songs, Stages and Seafood Festival 2026 – Final Report

This report was prepared by Director Delaney for Council's review.

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. 909 tickets were sold during the festival.

There 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. Ticket sale numbers and a non-resident visitor breakdown are included in this report. It is interesting to note that over 10% of ticket sales were purchased by non-resident visitors, including 45 from the province of Alberta.
Targeted marketing of key geographic regions aided in a broader reach of those interested in spring seafood festivals. This report also includes key analytical findings from our social media direct marketing engagement.

As a result of cost cutting measures, streamlining food costs, aggressive targeted marketing, reducing mainstream advertising, i.e. radio and reducing labour costs we have successfully eliminated the festival's operational deficit, and I am happy to report the 2026 Songs, Stages and Seafood Festival broke even.

On behalf of Director Russell and I, we would like to thank the many volunteers, including our special events committee, friends and family, town staff, and Town Councillors 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 – 369
Moved by Councillor Deering
Seconded by Councillor Badcock
Be it so resolved that Council accepted Director Delaney's Songs, Stages and Seafood Festival Report as presented.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey,

Councillor Ross Petten, Councillor Deering, Councillor Badcock

Mayor Seymour leaves the Chambers 7:40 pm, Deputy Mayor Kearley Chairs the Meeting.

Mayors 75th Anniversary Garden – Project

Director Delaney presented the following proposal to Council.

As part of celebrating the 75th Anniversary of Bay Roberts incorporation, I propose commemorating the 9 Mayors of our community, past and present, with a tree dedication, one flowering crab tree for each Mayor.

I propose a dedication event at 12 noon on August 22nd, at the Community Gardens. We would invite all the past mayors who can attend and any descendants of those mayors who have passed.

Each tree will have a small plaque at the base of the tree, each with the mayor's name and when they served as mayor.

Please note, money to fund this project will come from GL 6370-7225

Resolution 2026 – 370
Moved by Councillor Franey
Seconded by Councillor Badcock
Be it so resolved that Council approves the Mayors 75th Anniversary Garden project as presented by Director Delaney.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Mayor Seymour returns to the Chambers and Chairs the meeting – 7:46 pm.

CORRESPONDENCE FOR ACTION

Law Enforcement Torch Run – Request to Host
Resolution 2026 - 371
Moved by Councillor Badcock

Seconded by Councillor Bowering
Be it so resolved that Council moved correspondence received regarding hosting of the Law Enforcement Torch Run to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

CORRESPONDENCE FOR INFORMATION

Minister of Dept. of Tourism, Culture, Arts and Recreation – Grant Correspondence
Resolution 2026 - 372
Moved by Councillor Petten
Seconded by Deputy Mayor Kearley
Be it so resolved that Council move correspondence received from the Minister of the Department of Tourism, Culture, Arts and Recreation regarding a grant in the amount of $5,000 for 2026 operating season for the Visitor Information Center to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Minister of Dept. of Tourism, Culture, Arts and Recreation – Communities in Bloom
Resolution 2026 - 373
Moved by Councillor Franey
Seconded by Councillor Bowering
Be it so resolved that Council move the correspondence received from the Hon. Andrea Barbour, MHA for the Department of Tourism, Culture, Arts and Recreation regarding the Communities in Bloom competition to file.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Lodge McLeod No. 27 – Thank-you Correspondence
Resolution 2026 - 374
Moved by Councillor Deering
Seconded by Councillor Badcock
Be it so resolved that correspondence received from Lodge McLeod thanking the Tourism staff for their participation and entertainment is moved to file.

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

ADJOURNMENT

Adjourn
Resolution 2026 – 375
Moved by Councillor Deering
Seconded by Councillor Bowering
Be it so resolved that Council now adjourns the regular meeting at 8:20 pm.
Motion Carried Unanimously
For: Mayor Seymour, Deputy Mayor Kearley, Councillor Bowering, Councillor Dean Franey, Councillor Ross Petten, Councillor Deering, Councillor Badcock

Geoff Seymour, Mayor

Christine Bradbury, Town Clerk