

REGULAR GENERAL MEETING, FEBRUARY 22, 2018

A Regular General Meeting of the Council of the Town of Stephenville was held in the Council Chambers at 12:04 p.m. on February 22, 2018.

Present: Mayor Tom Rose, Chairperson
Deputy Mayor: Susan Fowlow
Councillors: Mark Felix
Laura Aylward
Maurice Hynes (Arrived 12:07)
Don Gibbon
Mike Tobin

Also Present: Town Manager, Mike Campbell
Town Clerk, Jennifer Brake

CALL TO ORDER/ APPROVAL OF AGENDA

Motion – Gibbon/Aylward

No.18-12 That the Agenda of the Regular General Meeting of February 22, 2018 be adopted as circulated.

Carried Unanimously

MINUTES

REGULAR GENERAL MEETING, FEBRUARY 8, 2018

Motion – Aylward/Fowlow

No.18-13 That the Minutes of the Regular General Meeting of February 8, 2018 be adopted as circulated.

Carried Unanimously

PROCLAMATION & DELEGATIONS

HERITAGE DAY 2018

Mayor Rose declared February 19, 2018 to be Heritage Day in the Town of Stephenville.

COMMITTEE REPORTS

FINANCE COMMITTEE POLL TAX

Motion - Felix/Tobin

No.18-14 That the recommendation of the Finance Committee be accepted and that Poll Tax write offs of \$386.53, adjustments of \$37.50 and refunds of \$37.50 be approved.

Carried Unanimously

PROPERTY TAX

- Motion - Felix/Hynes
- No.18-15 That the recommendation of the Finance Committee be accepted and Property Tax write offs of \$5,843.84 be approved.
Carried Unanimously

WATER & SEWER TAX

- Motion - Felix/Aylward
- No.18-16 That the recommendation of the Finance Committee that water and sewer tax adjustments in the amount of \$3,467.38 be approved.
Carried Unanimously

BUSINESS TAX

- Motion - Felix/Gibbon
- No.18-17 That the recommendation of the Finance Committee be accepted and that Business Tax write-offs of \$2,238.51 and adjustments in the amount of \$5,483.56 be approved.
Carried Unanimously

MISCELLANEOUS ACCOUNTS

- Motion - Felix/Tobin
- No.18-18 That the recommendation of the Finance Committee be accepted and that \$1,100.00 in miscellaneous accounts be written off.
Carried Unanimously

**ACCOUNTS PAYABLE LISTING
FOR JANUARY 2018**

- Motion - Felix/Hynes
- No.18-19 That the recommendation of the Finance Committee be accepted and that the Accounts Payable Listing for January 2018 in the amount of \$386,907.56 be approved.
Carried Unanimously

**REQUEST FOR GRANT,
SOCIETY FOR THE CARE AND
PROTECTION OF ANIMALS**

Motion - Felix/Aylward

No.18-20 That the recommendation of the Finance Committee be accepted and that the Town of Stephenville give a grant in the amount of \$1,163.20 to the Society for the Care and Protection of Animals to offset the 2018 Property Tax and Water and Sewer Tax levies for the property located at 15 Utah Drive.

Carried Unanimously

**DONATION, NATURE
CONSERVANCY OF CANADA**

Motion - Felix/Fowlow

No.18-21 That the recommendation of the Finance Committee be accepted and that the Town of Stephenville give a donation in the amount of \$200.00 to the Nature Conservancy of Canada.

Carried Unanimously

**OPERATING GRANT &
SPONSORSHIP, STEPHENVILLE
THEATRE FESTIVAL**

Councillor Felix declared himself in conflict of interest as he rented occupancy rooms to festival staff, he left the council chambers

Motion - Tobin/Fowlow

No.18-22 That the recommendation of the Finance Committee be accepted and that the Town of Stephenville give a sponsorship in the amount of \$15,000 to the Stephenville Theatre Festival for a top-Level sponsorship and also give a grant in the amount of \$20,000

Carried

Councillor Felix returned to the council table at the conclusion of discussion of this item.

**BSG WASTE MANAGEMENT
COMMITTEE**

Motion - Felix/Gibbon

No.18-23 That the recommendation of the Finance Committee be accepted and that the Town

Manager write a letter to the BSG Waste Management Committee to request disbursement of funds to the Town of Stephenville.

Carried Unanimously

**PERMIT APPLICATION REFUND
POLICY**

Motion - Felix/Hynes

No.18-24 That the recommendation of the Finance Committee be accepted and that the Permit Applications Processing fee for denied or withdrawn permit applications will be reimbursed less the non-refundable processing fee of \$25.00 or 10% of the permit application fee, whichever is greater.

Carried Unanimously

**SPONSORSHIP,
STEPHENVILLE MINOR HOCKEY**

Motion - Felix/Tobin

No.18-25 That the recommendation of the Finance Committee be accepted and that the Town of Stephenville give a grant in the amount of \$500.00 to the Stephenville Minor Hockey for a Gold level sponsorship.

Carried Unanimously

**23RD ANNUAL TELETHON,
BSG SICK CHILDREN'S
FOUNDATION**

Motion - Felix/Aylward

No.18-26 That the recommendation of the Finance Committee be accepted and that the Town of Stephenville give a grant in the amount of \$250.00 to the Bay St. George Sick Children's Foundation 23rd Annual Telethon being held March 25, 2018.

Carried Unanimously

**REQUEST FOR GRANT,
STEPHEN AWARDS**

Motion - Felix/Hynes

No.18-27 That the recommendation of the Finance Committee be accepted and that the Town of

Stephenville give a grant in the amount of
\$2500.00 to the Stephen Awards Committee.
Carried Unanimously

PERMITS AND MUNICIPAL PLAN

URBAN AND RURAL PLANNING ACT RESOLUTION TO APPROVE TOWN OF STEPHENVILLE DEVELOPMENT REGULATIONS AMENDMENT NO. 4, 2017

DATA: Under the Authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville

a) Approves the Town of Stephenville Development Regulations Amendment No. 4, 2017 - Making the following change: Land abutting both sides of Route 460-11 is rezoned from Rural to Rural Residential

It was the recommendation of the Planning and Traffic Committee that under the Authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville approves Development Regulation Amendment No. 4, 2017.

Motion - Fowlow/Aylward

No.18-28 That the recommendation of the Planning and Traffic Committee be accepted and that under the Authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville approves Development Regulation Amendment No. 4, 2017, subject to conditions as outlined in the agenda data.

Carried Unanimously

URBAN AND RURAL PLANNING ACT RESOLUTION TO APPROVE TOWN OF STEPHENVILLE MUNICIPAL PLAN AMENDMENT NO. 2, 2017

DATA: Under the authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville

- a) Approves the Town of Stephenville Municipal Plan Amendment No. 2, 2017 - Stephenville Future Land use Map 4 is amended to include Land abutting both sides of Route 460-11 is rezoned from Rural to Rural Residential

It was the recommendation of the Planning and Traffic Committee that under the Authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville approves Municipal Plan Amendment No. 2, 2017.

Motion - Fowlow/Tobin

- No.18-29 That the recommendation of the Planning and Traffic Committee be accepted and that under the Authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville approves Municipal Plan Amendment No. 2, 2017, subject to conditions as outlined in the agenda data.

Carried Unanimously

**URBAN AND RURAL PLANNING ACT RESOLUTION TO ADOPT
TOWN OF STEPHENVILLE DEVELOPMENT REGULATIONS
AMENDMENT NO. 5, 2018**

DATA: Under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville

- a) Adopts the Town of Stephenville Development Regulations No. 5, 2018 – to add “campground” to the list of Discretionary Use Class in the Open Space Recreation zone.

It was the recommendation of the Planning and Traffic Committee that under the Authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville adopts Development Regulations Amendment No. 5, 2018.

Motion - Fowlow/Gibbon

- No.18-30 That the recommendation of the Planning and Traffic Committee be accepted and under the Authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville adopts Development Regulations

Amendment No. 5, 2018, subject to conditions
as outlined in the agenda data.

Carried Unanimously

**PROPOSED AMENDMENT –
COLD BROOK**

DATA: Request for permission to amend Development Regulation 2014 to remove the minimum and maximum building line setback and increase the rural residential zone in Cold Brook.

It was the recommendation of the Planning and Traffic Committee that the amendment for Cold Brook proceeds.

Motion - Fowlow/Aylward

No.18-31 That the recommendation of the Planning and Traffic Committee be accepted and that the Development Regulation 2014 be amended to remove the minimum and maximum building line setback and increase the rural residential zone in Cold Brook, subject to conditions as outlined in the agenda data.

Carried Unanimously

**10503 NEWFOUNDLAND LIMITED
120 CAROLINA AVENUE**

DATA: Request for Outline Planning Approval to convert Razoolies into 10 one room efficiency units from the property located at 120 Carolina Avenue.

It was the recommendation of the Planning and Traffic Committee that Outline Planning Permission be granted subject to the approval of Service NL and compliance with all Town Regulations.

Motion - Fowlow/Hynes

No.18-32 That the recommendation of the Planning and Traffic Committee be accepted and that Outline Planning Approval be approved to convert Razoolies into 10 one room efficiency units from the property located at 120 Carolina Avenue, subject to conditions as outlined in the agenda data.

Carried Unanimously

SNC LAVALIN INC. -

141-147 MAIN STREET

DATA: Request for permit to change the ownership of the existing business from BAE Newplan to SNC-Lavalin Inc at the building located at 141-147 Main Street.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations.

Motion - Fowlow/Tobin

No.18-33 That the recommendation of the Planning and Traffic Committee be accepted and SNC Lavalin Inc be granted a permit to change the ownership of the existing business from BAE Newplan to SNC-Lavalin Inc at the building located at 141-147 Main Street, subject to conditions as outlined in the agenda data.

Carried Unanimously

ANN GREEN – 28 COLONIAL AVENUE

DATA: Request for a permit to do exterior and interior renovations, as per plans submitted, to convert the building into a duplex located on 28 Colonial Ave.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations

Motion No. 18-34 - Fowlow/Gibbon

That the recommendation of the Planning and Traffic Committee be accepted and Ann Green be granted a permit to do exterior and interior renovations, as per plans submitted, to convert the building into a duplex located on 28 Colonial Avenue, subject to conditions as outlined in the agenda data.

Carried Unanimously

DAVINA DOWNEY – 79 COLD BROOK ROAD

DATA: Request for Outline Planning Permission to convert partially constructed single family dwelling into a fourplex from the property located at 79 Cold Brook Road.

It was the recommendation of the Planning and Traffic Committee that Outline Planning

Permission be denied as the property located at 79 Cold Brook is zoned Residential Rural and a fourplex dwelling is not Permitted Use Class under the Town of Stephenville Development Regulations 2014.

Motion No. 18-35 - Fowlow/Hynes

That the recommendation of the Planning and Traffic Committee be accepted and Davina Downey request for Outline Planning Permission be denied. The property located at 79 Cold Brook is zoned Residential Rural and a fourplex dwelling is not a Permitted Use Class under the Town of Stephenville Development Regulations 2014. Subject to conditions as outlined in the agenda data.

Carried Unanimously

JARROD BARRY – 6 KELLY PLACE

DATA: Request for Outline Planning Permission to construct 3 bay garage to accommodate a mechanic service station on the property located at 6 Kelly Place. Service Station is a discretionary use and was therefore advertised with comments received.

It was the recommendation of the Planning and Traffic Committee that Outline Planning Permission be denied in accordance with the provisions of Section 11 of the General Regulations for Stephenville Development Regulations, that being the proposed development does not comply with the aesthetics of the neighborhood, narrow street is not adequate for increased traffic and congestion on the street would be of public safety. It was also noted existing town infrastructure is incapable of supporting this development.

Motion No. 18-36 - Fowlow/Hynes

That the recommendation of the Planning and Traffic Committee be accepted and Outline Planning Permission be denied in accordance with the provisions of Section 11 of the General Regulations in the Stephenville Development Regulations, that being the proposed development does not comply with the aesthetics of the neighbourhood, the narrow street is not adequate for increased traffic and congestion on the street would be of public safety, subject to conditions as outlined in the agenda data. It was also noted existing town infrastructure is incapable of supporting this development.

Carried Unanimously

NEW BUSINESS

SOUTH WEST JOINT COUNCIL

Deputy Mayor Tobin reported that the next South West Joint Council meeting will be held March 3, 2018 in Stephenville Crossing. Fourteen incorporated communities in the Southwest region of Newfoundland are represented at these meetings and any Councillor is welcome to attend. As well, he would be happy to bring forward any items for discussion.

Mayor Rose requested to pass on his commendation to the committee on the signage from the route of Millertown to Buchans.

STEPHEN AWARDS

Councillor Gibbon advised that the Stephen Awards nomination forms will be available soon with a deadline of March 31, 2018 for submission

DUKE OF EDINBURGH

Councillor Tobin reported he attended the Bronze Metal - Duke of Edinburgh awards he passed on his congratulations to the sixteen recipients and the organizing committee.

ADJOURNMENT

Motion – Aylward/Felix

No. 18-37 That the meeting adjourn at this time, 12:39 p.m.

Carried Unanimously

CHAIRPERSON

DATE CONFIRMED