

**MINUTES  
PUBLIC COUNCIL MEETING  
January 27<sup>th</sup>, 2023**

A public council meeting held at the Town of Stephenville Town office on Friday January 27<sup>th</sup>, 2023. The meeting was also streamed.

Present	Laura Aylward	Councillor, Chair
	Tom Rose	Mayor (via Teams)
	Tracy Boland	Councillor (via Teams)
	Myra White	Councillor
	Lenny Tiller	Councillor (via Teams)
	Tristan Hulan	Councillor
Absent:	Susan Fowlow	Deputy Mayor
	Tristan Hulan	Councillor
Staff:	Jennifer Brake, Town Clerk	

**CALL TO ORDER**

Chair, Councillor Laura Aylward called the meeting to order at 12:09 pm noting the meeting for January 26, 2023 was cancelled due to power interruptions.

**APPROVAL OF AGENDA**

**23-32** White/Boland  
Be it resolved that the agenda for January 27, 2023 be approved as presented.  
In Favor: 5  
Opposed: 0                      Motion Carried

**APPROVAL OF MINUTES**

**23-33** Rose/Tiller  
Be it resolved that the minutes of January 12<sup>th</sup>, 2023, public council meeting be approved as presented.  
In Favor: 5  
Opposed: 0                      Motion Carried

**MATTERS ARISING FROM MINUTES**

None

**PROCLAMATIONS AND DELEGATIONS**

None

## COMMITTEE REPORTS

### FINANCE COMMITTEE

Councillor White presented the recommendations from the finance committee meeting held on January 23<sup>rd</sup>, 2023.

#### Accounts Payable Listing December 2022

**23-34** White/Rose  
Be it resolved that Council approve to pay Accounts Payable for December 2023 totaling \$216,140.87  
In Favor: 5  
Opposed: 0 Motion Carried

**23-35** White/Tiller  
Be it resolved to pay Invoice No. 5507 Klean-All \$2,064.25.  
In Favor: 5  
Opposed: 0 Motion Carried

#### Procurement for Street Painting Services

**23-36** White/Rose  
Be it resolved that Council approve to procure Street Line Painting Services as per Public Procurement Act.  
In Favor: 5  
Opposed: 0 Motion Carried

#### Municipal Code of Conduct for Councillors

**23-37** White/Boland  
Be it resolved that the Town of Stephenville adopt the Code of Conduct for Councillors effective January 27, 2023, as per the template provided by the Department of Municipal and Provincial Affairs.  
In Favor: 5  
Opposed: 0 Motion Carried

#### Municipal Code of Conduct for Municipal Officials

**23-38** White/Rose  
Be it resolved that the Town of Stephenville adopt the Code of Conduct for Municipal Officials effective January 27, 2023, as per the template provided by the Department of Municipal and Provincial Affairs.  
In Favor: 5  
Opposed: 0 Motion Carried

## **PERMITS AND MUNICIPAL PLAN**

Councillor White presented the recommendations from the Planning and Traffic committee meeting held on January 23<sup>rd</sup>, 2023.

### **25-27 Burton Place- Sean Burton**

**23-38**

White/Rose

Be it resolved approval to issue a permit to repair sewer pipe behind apartment complex located at 25-27 Burton Place.

In Favor: 5

Opposed: 0

Motion Carried

### **134 Main Street- 86175 Newfoundland & Labrador Ltd.**

**23-39**

White/Boland

Be it resolved approval to dig 12-15 feet from building to replace old sewer pipe connected to the building located at 134 Main Street as per town regulations.

In Favor: 5

Opposed: 0

Motion Carried

### **107 Main Street- Arlim's**

**23-40**

White/Tiller

Councillor Boland declared a conflict of interest and was disconnected from the meeting and reconnected by the town clerk after the vote.

Be it resolved approval to change ownership and continue to operate existing retail business on the property located at 107 Main Street.

In Favor: 4

Opposed: 0

Motion Carried

### **4 Boland Drive -The Wild Strawberry Bistro & Café**

**23-41**

White/Boland

Be it resolved approval to complete interior and exterior renovations: to replace window, install heat pump, renovate bathroom, and erect a sign on the building located at 4 Boland Drive as per towns regulations and approval of Service NL.

In Favor: 5

Opposed: 0

Motion Carried

### **1-5 Neptune Drive – Janice Kennedy CPA Professional Corporation**

**23-42**

White/Boland

Be it resolved approval to issue permit to operate an accounting firm practice and erect a sign on the building located at 1-5 Neptune Drive.

In Favor: 5

Opposed: 0

Motion Carried

**167 Minnesota Drive- Moonlight GP Inc.**

**23-43** White/Rose  
Be it resolved approval to change ownership and continue to operate the existing personal care retirement living facility located at 167 Minnesota Drive.  
In Favor: 5  
Opposed: 0 Motion Carried

**Designated Accessible Parking on Main Street**

**23-44** White/Tiller  
Be it resolved approval that the Town of Stephenville adopt new Animal Regulations, as presented.  
In Favor: 5  
Opposed: 0 Motion Carried

**BY-LAWS AND REGULATIONS**

**Animal Regulations**

**23-45** White/Rose  
Be it resolved approval that the Town of Stephenville adopt new Animal Regulations, as presented.  
In Favor: 5  
Opposed: 0 Motion Carried

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Stephenville Winter Carnival**

The event will take place from March 16 – March 19, 2023

**Councillor Tiller**

He acknowledged 3 females that played at the caribou curling club, will be playing against each other at the Atlantic University Curling Championship next month.

Sarah McNeil Lamswood representing Memorial University  
Beth Stokes representing University of PEI  
Emma Butler representing Saint Mary's University

**Councillor Aylward**

She acknowledged and thanked Don Gibbon Jr for fulfilling the interim role of Fire Chief while recruiting for the position; she noted his 37 years as a fire fighter.

**Bay St. George Medical Clinic**

She noted there are currently three Licensed Practical Nurses, and Nurse Practitioners now working at the clinic. The clinic has been upgraded with new technology and telephone

system. And it appears Western Health has committed to building a new clinic. Mayor Rose acknowledged that there is a scheduled meeting with Dr. Rashleigh and his team to discuss different concerns at the hospital and clinics.

**Councillor White**

Acknowledged that the mammogram clinics are in operation at the hospital.

**NOTICE OF MOTION**

None

**ADJOURNMENT**

**23-46**

White/Rose

Resolved that since there is no further business the meeting adjourned at 12:33pm

In Favor: 5

Opposed: 0

Motion Carried

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Mayor

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Town Clerk