

**PUBLIC COUNCIL MEETING
April 25th, 2024**

A public council meeting was held at the Town of Stephenville Town office on Thursday April 25th, 2024. The meeting was also streamed.

Present	Tom Rose	Mayor, Chairperson
	Susan Fowlow	Deputy Mayor
	Myra White	Councillor
	Laura Aylward	Councillor
	Darren Roberts	Councillor
	Tom O'Brien	Councillor
	Maurice Hynes	Councillor

Staff:

Bill Ramsay, CAO
Candace Simon, Deputy CAO
Marilee Joy-Castillo, Communications Coordinator
Mike Ratter, Community, Economic, Industrial Development Manager

CALL TO ORDER

Mayor Rose called the meeting to order at 12:09 p.m.

LAND ACKNOWLEDGEMENT

We respectfully acknowledge the Town of Stephenville as the ancestral homeland of different populations of Indigenous people. We also acknowledge with respect, the rich histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of the Province of Newfoundland and Labrador.

APPROVAL OF AGENDA

Resolution # 24-132

Moved by: Councillor Roberts

Seconded by: Deputy Mayor Fowlow

Be it resolved that the agenda for April 25th, 2024 be approved as presented.

In Favor:	7	Roberts, Fowlow, O'Brien, Rose, White, Hynes, Aylward
Opposed:	0	Carried Unanimously

APPROVAL OF MINUTES

Resolution #24-133

Moved by: Councillor Aylward

Seconded by: Councillor Roberts

Be it resolved that the minutes of April 11th, 2024, public council meeting be approved as presented.

In Favor:	7	Aylward, Roberts, Fowlow, White, Hynes, O'Brien, Rose.
Opposed:	0	Carried Unanimously

MATTERS ARISING FROM MINUTES

Councillor O'Brien noted that at the last meeting he asked for members of the Airport Corporation not just one member. The record of the request to be corrected.

PROCLAMATIONS AND DELEGATIONS

None

COMMITTEE REPORTS

FINANCE COMMITTEE

(Chair, Councillor White)

Councillor White presented the recommendations from the finance committee meeting held on April 23rd, 2024.

Accounts Payable April 25th, 2024

Resolution #24-134

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved to pay accounts payable for April 11th, 2024, in the amount of \$105,244.10.

In Favor:	7	White, Roberts, Fowlow, Rose, Hynes, Aylward, O'Brien
Opposed:	0	Carried Unanimously

Property Tax

Resolution #24-135

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved that property tax write-offs in the amount of \$1,684.56 and adjustments of \$2,065.99 be approved.

In Favor: 7 White, Roberts, Fowlow, Aylward, Rose, Hynes, O'Brien
Opposed: 0 Carried Unanimously

Water & Sewer Tax

Resolution #24-136

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved that water and sewer tax adjustments of \$1,009.68 be approved.

In Favor: 7 White, Roberts, O'Brien, Aylward, Fowlow, Rose, Hynes
Opposed: 0 Carried Unanimously

Remission of Tax

Resolution #24-137

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved that remission of tax in the amount of \$4,632.59 and refunds of \$179.28 be approved.

In Favor: 7 White, Roberts, Hynes, Aylward, Fowlow, Rose, O'Brien
Opposed: 0 Carried Unanimously

Business Tax

Resolution #24-138

Moved by: Councillor White

Seconded by: Councillor Aylward

Be it Resolved that business tax adjustments of \$2,536.40 be approved.

In Favor: 7 White, Aylward, Fowlow, O'Brien, Roberts, Rose, Hynes
Opposed: 0 Carried Unanimously

**Request adoption of Policy for taxation of Non-profit Organizations
Resolution #24-139**

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved as per the attached policy to be adopted by Council.

In Favor: 7 White, Roberts, O'Brien, Aylward, Fowlow, Rose, Hynes
Opposed: 0 Carried Unanimously

**Community Grant Program
Resolution #24-140**

Moved by: Councillor White

Seconded by: Councillor Hynes

Be it resolved to approve the following Community Grants for the total of \$39,310.73.

Organization	Total
Whaleback Nordic Ski Club	\$11,685.69
Bay St. George Disc Golf	\$3,197.99
Bay St. George Mountain Bike Club	\$7,427.05
Southwest Coast SPCA	\$17,000.00

In Favor: 7 White, Hynes, Roberts, O'Brien, Aylward, Fowlow, Rose
Opposed: 0 Carried Unanimously

**Receipt of Accessibility Plan from Consultant 2024 - 2026
Resolution #24-141**

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved that council pay the invoice for services provided by JW Consulting Associates in the amount of \$7,652.50 be approved.

In Favor: 7 White, Roberts, O'Brien, Aylward, Rose, Fowlow, Hynes
Opposed: 0 Carried Unanimously

**Request to approve travel to FCM Conference - Calgary
Resolution #24-142**

Moved by: Councillor White

Seconded by: Councillor Aylward

Be it Resolved that two staff members attend the annual Federation of Canadian Municipalities Annual Conference in Calgary, June 6 – 9, 2024.

In Favor: 5 White, Aylward, Rose, Fowlow, Hynes

Opposed: 2 O'Brien, Roberts

Carried with 2 councillors opposing.

**Request for new chairs for Chamber
Resolution #24-143**

Moved by: Councillor White

Seconded by: Councillor Roberts

Be it Resolved to approve the purchase of four new chairs for the Chamber to be used by staff at a cost of \$2,571.40

In Favor: 7 White, Roberts, O'Brien, Aylward, Rose, Fowlow, Hynes

Opposed: 0 Carried Unanimously

Councillor Roberts and Councillor Hynes left the table at 12:44 p.m. as they felt they could be deemed to be in conflict related to the Hillside Interfaith Cemetery Committee, as one is a relative of a board member and the other is a board member of this organization which is requesting a donation from Council.

**Council determination of Councillor's declaration of potential for Conflict of Interest
Resolution #24-144**

Moved by: Councillor O'Brien

Seconded by: Councillor White

Be it resolved that Councillor Roberts and Councillor Hynes are deemed to be not in a conflict of interest regarding the Hillside Interfaith Cemetery Committee donation request being presented, as neither has any personal or family gain to be realized on consideration of support for the organization.

In Favor: 5 O'Brien, White, Rose, Fowlow, Aylward

Opposed: 0 Carried

Councillor Roberts and Councillor Hynes, now deemed not be in a conflict of interest returned to the Council table at 12:46 p.m.

**Request for grant – Hillside Interfaith Cemetery
Resolution #24-145**

**Moved by: Councillor White
Seconded by: Councillor Aylward**

Be it resolved that approval be given to provide the annual contribution in the amount of \$15,800.00 to the Hillside Interfaith Cemetery Committee

In Favor: 7 White, O'Brien, Aylward, Rose, Roberts, Fowlow, Hynes
Opposed: 0 Carried Unanimously

**Request to approve travel to MNL Symposium - Gander
Resolution #24-146**

**Moved by: Councillor White
Seconded by: Councillor Roberts**

Be it resolved to approve travel for Mayor Tom Rose to attend the Municipalities Newfoundland and Labrador Symposium in Gander, May 2 – 4, 2024.

In Favor: 7 White, Roberts, O'Brien, Aylward, Rose, Fowlow, Hynes
Opposed: 0 Carried Unanimously

Councillor Roberts declared himself in a potential conflict of interest as the next item on the agenda is a customer of his employer and he left the council table at 12:53 p.m.

**Award of tender – Spring Clean up
Resolution #24-147**

**Moved by: Councillor White
Seconded by: Councillor O'Brien**

Be it resolved that the Town of Stephenville award the tender for Spring Clean-up to Boyd & Bungay Construction Ltd. in the amount of \$179.00 plus HST per container load.

In Favor: 6 White, O'Brien, Aylward, Rose, Fowlow, Hynes
Opposed: 0 Carried Unanimously

Councillor Roberts returned to the table at 12: 54 p.m.

**Award of tender – 4 x 4 Crew Cab pickup with commercial cap
Resolution #24 – 148**

**Moved by: Councillor White
Seconded by: Councillor O'Brien**

Be it resolved that the Town of Stephenville award the tender for the 4 x 4 crew cab pick up truck with Commercial cap to Hickman Motors of St. John's in the amount of \$62,439.00 plus HST.

In Favor: 7 White, O'Brien, Aylward, Rose, Roberts, Fowlow, Hynes
Opposed: 0 Carried Unanimously

Eco-Next Membership Resolution #24-149

Moved by: Councillor White
Seconded by: Councillor Roberts

Be it resolved to purchase a one year membership to Eco-Next at a cost of \$850.00 plus tax per year.

In Favor: 6 White, O'Brien, Aylward, Rose, Roberts, Hynes
Opposed: 1 Fowlow
Carried with one Councillor opposing.

PERMITS AND MUNICIPAL PLAN (Chair, Councillor Aylward)

The Planning and Traffic committee met on April 23rd, 2024, and the following items were recommended for council approval.

Permits Resolution #24-150

Moved by: Councillor Aylward
Seconded by: Councillor Hynes

Be it Resolved to approve the following permits pending further inspection including fire and Service NL approval. All of which have met the necessary guidelines as per development regulation 51.

- 13 Tennessee Drive, Business Occupancy Permit due to change of name, 15132738 Canada Inc, doing business as Stephenville Dymond International Airport
- 68 New Mexico Drive, DWS Mobile Welding, Home business occupancy permit and also a Development permit
- 4 Aspen Lane, Cold Brook, Business Occupancy Permit to operate a dog boarding, dog training and dog daycare.

- Roadside Permit – Dorydan. Plans to operate on designated town property on the ramp, between May 2024 and September 2024, selling arts and crafts, tools and hunting and camping knives.
- 201 Carolina Avenue – On Grade Construction. General permit to relocate water line to West of building.

In Favor: 7 Aylward, Rose, White, O'Brien, Roberts, Fowlow, Hynes
Opposed: 0 Carried Unanimously

**Request to adopt policy on visitors to Town Hall
Resolution #24-151**

**Moved by: Councillor Aylward
Seconded by: Councillor White**

Be it Resolved the attached policy be adopted by Council. After some discussion it was the consensus of Council that this resolution be deferred to another meeting.

**Request to defer policy on visitors to Town Hall
Resolution #24-152**

**Moved by: Councillor Aylward
Seconded by: Councillor Hynes**

Be it Resolved the attached policy on visitors to Town Hall be deferred to a meeting at a later date.

In Favor: 7 Aylward, Rose, Roberts, Fowlow, Hynes, O'Brien, White
Opposed: 0 Carried Unanimously

BY-LAWS AND REGULATIONS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Councillor Roberts acknowledged the new policy of the Town Office opening an hour later and expressed some concern that it restricts the availability for members of the public who work from 9 am to 5 pm daily. CAO Ramsay explained that Management meetings have been newly implemented for staff and take place on Monday mornings between 8:30 a.m. and 9:30 a.m. It was a further suggestion that a 9:30 a.m. opening for

the remainder of the week would allow staff time to prepare for their daily duties. There have been no concerns expressed by any member of the public. Deputy CAO Simon added that if Management receives complaints or negative feedback then the hours of operation will once again be reviewed.

Councillor Aylward presented an update on the Beautification Committee Meeting which took place April 24, 2024. The committee is working on getting any dead trees replaced and trimmed around town. They will also be seeking some volunteers who might be able to assist with cleaning up around the Pavilion. The committee will meet again in one month.

Councillor Aylward also expressed her concerns over two services at the Sir Thomas Roddick Hospital. Mammogram services are at this time not available in Stephenville and Western Memorial Regional Hospital has not been sending out a replacement as was promised. CAO Ramsay suggested that a letter be drafted to Health NL to ensure there is a proper record of Councils concerns on file. The second service being affected at our local hospital is that of surgery. There is a surgeon currently here at the hospital doing a locum and no anesthesiologist is available. It was the suggestion of Mayor Rose that once our meeting is finalized with the Health NL board we should invite delegates from surrounding communities to participate.

Mayor Rose noted that the Town's Municipal Enforcement Officer spent the previous Friday on Main Street issuing tickets and patrolling. It is hoped that this will continue into the coming weeks.

NOTICES OF MOTION

Staff to act on decisions of council Resolution #24-153

Moved by: Councillor O'Brien

Seconded by: Councillor Hynes

Be it Resolved that staff not act under the direction from any one member of council or council committee but rather act on decisions of council.

Rescind the resolution of Staff to act on decisions of council Resolution #24-154

Moved by: Councillor Aylward

Seconded by: Councillor White

Public Meeting of Council April 25th, 2024

Be it Resolved to rescind the previous motion made by Councillor O'Brien that staff not act under the direction from any one member of council or council committee but rather act on decisions of council.

In Favor: 6 Aylward, White, Fowlow, Rose, Roberts, Hynes
Opposed: 1 O'Brien
Carried with one Councillor opposing.

ADJOURNMENT

Resolution #24-155

Moved by: Councillor O'Brien

Seconded by: Councillor Hynes

Be it resolved that since there is no further business the meeting adjourned at 2:16 p.m.

In Favor: 7 O'Brien, Hynes, Fowlow, White, Roberts, Rose, Aylward
Opposed: 0 Carried