

**PUBLIC MEETING OF COUNCIL
December 19, 2024**

A public council meeting was held at the Town of Stephenville Town office on Thursday December 19, 2024

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

Staff: Bill Ramsay, Chief Administrative Officer
Candace Simon, Deputy Chief Administrative Officer
Jennifer Brake, Town Clerk
Marilee Joy-Castillo, Communication Officer
Ira Barter, Director of Public Works
Mike Ratter, Community, Economic, and Industrial Development Manager
Matt Simms, Planning and Development Manager

The meeting was called to order at 12:08pm.

Land Acknowledgment

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

24-376 Moved by Councillor Roberts, Seconded by Councillor Hynes

Be it Resolved to Approve the Agenda for December 19, 2024 as presented.

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

APPROVAL OF MINUTES

24-377 Moved by Deputy Mayor Fowlow, Seconded by Councillor O'Brien

Be it Resolved to approve Public Meeting of Council Minutes dated December 5, 2024

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

MATTERS ARISING FROM MINUTES

None

PROCLAMATIONS AND DELEGATIONS

None

COMMITTEE REPORTS

FINANCE COMMITTEE

The Finance Committee met on December 2nd the following items were recommended for council approval.

Accounts Payable

24-378 Moved by Councillor White, Seconded by Councillor Aylward
Be it Resolved to pay accounts payable dated December 19, 2024 in the amount of \$269,517.63

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

Expense Cheque

24-379 Moved by Councillor White, Seconded by Councillor Roberts
Be it Resolved to pay expense cheques for the month of November in the amount of \$ 263,935.16

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

2025 Public Meeting of Council Schedule

24-380 Moved by Councillor White, Seconded by Councillor Roberts
Be it Resolved to approve 2025 Public Meetings of Council. All meetings shall be scheduled for 12:00pm commencing January 9 and 23, February 6 and 20, March 6 and 20, April 3 and 17, May 1 and 15, June 5 and 19, July 10, and 31, August 21, September 11 and 25, October 9, and 23, November 6 and 20, December 4 and 18.

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

Adoption of 2025 Budget

24-381 Moved by Councillor White, Seconded by Councillor O'Brien

Councillor White, Chair of Finance committee presented the 2025 Annual Budget for the Town of Stephenville.

Let it be Resolved to adopt the Town of Stephenville 2025 Budget as presented.

" The Town of Stephenville is pleased to present a balanced municipal budget for 2025, reflecting a commitment to maintaining and enhancing the quality of life for all residents. This year's budget, totaling \$11,114,787, represents an increase from the 2024 budget of \$10,314,908, with an additional \$799,879 allocated to various essential services and improvements. Overall, the budget exemplifies our commitment to delivering exceptional services to the people of Stephenville. It encompasses a comprehensive approach to maintaining and enhancing key areas such as general municipal operations, protective services, transportation infrastructure, environmental health initiatives such as the expansion of our wastewater treatment facility as one of our top priorities, planning and development projects, and prudent fiscal management. Each investment reflects our dedication to fostering a thriving, safe, and sustainable community for all residents.

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

Councillor O'Brien left the chambers, the meeting was paused from 12:21pm - 12:26pm.

Adoption of Tax Rates and Fees 2025

24-382 Moved by Councillor White, Seconded by Councillor Aylward

Let it be Resolved to adopt the Town of Stephenville [Tax Rates & Fees 2025](#) as presented

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

PLANNING AND DEVELOPMENT COMMITTEE

Order

24-383 Moved by Councillor Aylward Seconded by Deputy Mayor Fowlow

Town of Stephenville Council hereby confirms the demolition order issued under section 102(1) of the Urban and Rural Planning Act, 2000 for the structure situated near Route 460 and Cold Brook Be it Resolved that the

Town of Stephenville issue a Request for Proposal for Consulting Services to complete Childcare Centre Feasibility Study.

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

**Order
24-384**

Moved by Councillor Aylward Seconded by Councillor White

Town of Stephenville Council hereby confirms the vacancy and demolition order issued under The Occupancy and Maintenance Regulations sections 4, 6, 8, 10, 16, 17, 20, 23, 24, 41 and section 102(1) of the Urban and Rural Planning Act for the structure situated on the beachfront in the Town of Stephenville.

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

BY-LAWS, REGULATIONS, POLICYS

Town of Stephenville – Return to Work Policy

24-385 Moved by Councillor Roberts, Seconded by Councillor O'Brien

Be it Resolved to approve the Town of Stephenville Return to Work Policy as presented.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

Councillor O'Brien

He wished council, all staff and the residents a Merry Christmas and enjoyable safe holiday season.

Deputy Chief Administrative Officer

She stated one of the wigwams at the town’s cultural space received minor damage and as a result both structures will be stored for the winter months and will be returned in the spring with further plans to expand the area.

Councillor Aylward

She thanked staff for their work throughout the year and send Christmas greeting to everyone.

She shared her condolences to the Town Clerk and family on the loss of her father-in-law. And also her condolences to Minister Scott Reid on the passing of his father.

Mayor Rose

Sent Christmas greetings to the veterans and active service members. He also sent gratitude to the many organizations that provide help in our community.

Chief Administrative Officer

On behalf of the employees, he extended appreciation to the council for their leadership and patience; he also sent Christmas greetings to all.

Deputy Mayor Fowlow

She acknowledged Christmas may be difficult for some people and she wished them well.

Councillor White

She extended gratitude to the Knights of Columbus who prepare and offer Christmas dinners. She also sent gratitude to all the volunteers.

ADJOURNMENT

24-386 Moved by Councillor O’Brien, Seconded by Deputy Mayor Fowlow

Resolved that since there is no further business the meeting adjourned at 12:38pm

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