

**PUBLIC MEETING OF COUNCIL
February 20, 2025**

Present: Tom Rose Mayor, Chairperson
Susan Fowlow Deputy Mayor
Laura Aylward Councillor
Maurice Hynes Councillor (4:17pm)
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
Matt Simms, Planning and Development Manager
Mike Ratter, Community, Economic, and Industrial Development Manager

The meeting was called to order at 4:10pm

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

25-33 Moved by Councillor Roberts, Seconded by Councillor O'Brien
Be it Resolved to Approve the agenda for February 20, 2025 as presented.
In Favor: 6 Aylward, Fowlow, Roberts, Rose, O'Brien, White
Opposed: 0 Carried

APPROVAL OF MINUTES

25-34 Moved by Councillor Roberts, Seconded by Councillor White
Be it Resolved to approve Public Meeting of Council Minutes dated February 6, 2025
In Favor: 6 Aylward, Fowlow, Roberts, Rose, O'Brien, White
Opposed: 0 Carried

25-35 Moved by Deputy Mayor Fowlow, Seconded by Councillor Aylward
Be it Resolved to approve Privileged Meeting of Council Minutes dated February 13, 2025
In Favor: 6 Aylward, Fowlow, Roberts, Rose, O'Brien, White
Opposed: 0 Carried

Question was called: Privileged meeting could be held to address sensitive information, and/or HR matters. Decisions arising from a privileged meeting could be made public later depending on the reason for the privileged meeting. Some privileged matters and privileged items will be maintained as confidential. Special Meeting of council would be held to address approvals required that is time sensitive that could not wait until the next scheduled public meetings. It was suggested that privileged meeting being approved should have a title for context.

MATTERS ARISING FROM MINUTES

Nil

PROCLAMATIONS AND DELEGATIONS

Nil

COMMITTEE REPORTS

FINANCE COMMITTEE

Accounts Payable

25-36 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve accounts payable for February 20, 2025 in the amount of \$201,120.13

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

Property Tax

25-37 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve Property Tax Write offs in the amount \$23,756.79 and adjustments in the amount of \$3,589.10

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

Water and Sewer

25-38 Moved by Councillor White, Seconded by Councillor Aylward

Be it Resolved to approve Water and Sewer Tax Adjustments in the amount of \$3,744

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

Remission of Tax

25-39 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve Remission of Tax in the amount of \$137.95

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

Business Tax

25-40 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve Business Tax Adjustments in the amount of \$1,560.32

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

Amended Municipal Budget 2025

25-41 Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved to approve the amended 2025 municipal budget with operating and expenditures totaling \$11,114,786

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

Note – the budget amount was not changed; adjustments were made within the budget as per municipal affairs direction. Also, this is the last year for the deficit reduction plan.

Approve to Sign Memorandum of Understanding

25-42 Moved by Councillor White, Seconded by Deputy Mayor Fowlow

Be it Resolved that the Town of Stephenville enter into Memorandum of Understanding with the Mi’kmaw Cultural Foundation, in collaboration with local Indigenous groups, to approve the purchase of two additional wigwams. This will support the expansion of the Cultural Space on Minnesota Drive as part of a larger project led by the Mi’kmaw Cultural Foundation. The Town’s contribution will not exceed \$30,000. Additionally, the Town will continue to offer in-kind support through field maintenance and general upkeep, reflecting its ongoing commitment to Truth and Reconciliation.

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

Question called: The project is part of a funding application; the cultural space design can be published once approved.

Approval to Accept Award of Contract – Stephenville Main Street Reconstruction 17-GI-23-00069

25-43 Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved to accept the Award of Contract for Main Street Reconstruction Project No. 17-GI-23-00069 to the lowest bidder, Marine Contractors Inc. in the amount of \$3,503,605.70, HST included.

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

Note – The town is responsible for 20% of the project

PLANNING AND DEVELOPMENT COMMITTEE

**Approve to Adopt - Development Regulation Amendment No. 19, 2025
25-43** Moved by Councillor Aylward, Seconded by Councillor White

Be it Resolved to approve to adopt the Town of Stephenville Development Regulation Amendment No. 19, 2025 – Cluster Development.

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

BY-LAWS, REGULATIONS, POLICYS

Nil

UNFINISHED BUSINESS

Nil

NEW BUSINESS

Councillor Hynes

The Royal Canadian Legion Memorial Wall – Laura Jesso has generously donated funding in memory of her son, Corporal Andrew Jesso to support updating the pictures and replacing the frames, additionally pictures will be digitized. The project is expected to be completed in two weeks, with an open house planned for the community to view the improvements.

Chief Administrative Officer

Roundabout – Minnesota Drive

The province has submitted a draft Request for Proposal (RFP) , which is currently under internal review. The project aims to replace the overpass bridge on Minnesota Drive with a roundabout.

Boil Water Advisories – Residents are reminded to continue boiling water for two to three minutes before consumption until the advisory is lifted, even if the water appears clear.

Curling Club Update – The club is still waiting the delivery of a piece of equipment, expected to arrive in April. The transfer of the facility still remains in the legal process, and the operating agreement between the Town and the Curling Club would still need to be negotiated.

Mayor Rose

Remission of Tax – Residents can take advantage of receiving remission of tax on property tax based upon income. The criteria and more details are available on the town’s website. The remission of tax is part of the annual budget approval. We will explore further opportunities to ensure this information is communicated to our residents.

Hockey - Canada vs USA tonight at 9:30pm, councillor O’Brien extended wishes for a respective game.

Curling – The Manager of Planning and Development, at the mayors request, announced stated Sarah Lamswood is competing in the Scotties this week. Her team has played exceptionally well, with a close matched against Team Einarson. Deputy Fowlow highlighted Sarah and Erin as two of the four members previously curled at Caribou Curling Club. Attentionally, Ryan Lamswood will participate in the Brier this March.

Expression of Interest – Board Members Stadium Commission
Those interested in applying can email volunteer@stephenville.ca. The deadline is February 28, 2025. More details are available on the towns website and facebook page.

Deputy Chief Administrative Officer

Housing Vision Session

The town will be hosting a housing vision session to bring together community stakeholders and specific groups to discuss priorities and objectives for the town’s development. This session will provide an opportunity to outline areas for development, identify community objectives and determine where to focus future development. It will serve as a consultation process with input from all participants. The tentative date for the session is April 16, with official invitations being completed by the manager of communications and myself.

NOTICE OF MOTION

None

ADJOURNMENT

25-44 Moved by Councillor O’Brien, Seconded by Councillor White

Be it Resolved that since there is no further business the meeting adjourned at 4:56

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

Mayor

Town Clerk