

PUBLIC MEETING OF COUNCIL

August 21, 2025

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

Staff: Candace Simon, Deputy Chief Administrative Officer
Jennifer Brake, Town Clerk
Matt Simms, Planning and Development Manager
Marilee Joy-Castillo, Communication Manager

Called to Order

25-296 Moved by Councillor White, Seconded by Councillor Roberts that the meeting was called to order at 12:14pm

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

Land Acknowledgment

Stephenville, and the whole of the Bay St. George area is home to rich, diverse, and vibrant rural Indigenous communities. Located on the ancestral and unceded territory of the Beothuk, the lands and waters in and around us have traditionally served as a gathering place for the Mi'kmaq. The broader region of Newfoundland and Labrador continues to be home to diverse Indigenous Peoples, including First Nations, Inuit, and Métis. We honour and pay respect to the past, present, and future caretakers of these territories.

APPROVAL OF AGENDA

25-297 Moved by Councillor O'Brien, Seconded by Councillor Hynes

Be it Resolved to approve the Agenda for August 21, 2025 as presented.

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

APPROVAL OF MINUTES

25-298 Moved by Councillor Aylward, Seconded by Councillor White

Be it Resolved that the minutes for July 31, 2025 Public meeting of council be approved.

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

25-299 Moved by Councillor Roberts, Seconded by Councillor Hynes

Be it Resolved that the minutes for Special Public Meeting of Council August 13, 2025 by approved.

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

MATTERS ARISING FROM MINUTES

No Matters

PROCLAMATIONS AND DELEGATIONS

FINANCE COMMITTEE REPORT

Accounts Payable

25-300 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve accounts payable for August 21, 2025 in the amount of \$126,397.53.

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

Expense Cheques July 2025

25-301 Moved by Councillor White, Seconded by Councillor Aylward

Be it Resolved that the Town of Stephenville approve expense cheques for the month of July 2025 totaling \$ \$1,561,323.77

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

Property Tax

25-302 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve Property Tax adjustments in the amount \$7,666.17.

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

Water and Sewer

25-303 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve Water and Sewer Tax Adjustments in the amount of \$756.00.

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

Remission of Tax

25-304 Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved to approve remission of tax in the amount of \$563.57.

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

Business Tax

25-305 Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve Business Tax write-off's in the amount of \$4652.23.

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

Miscellaneous Accounts

25-306 Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved to approve write off on miscellaneous account in the amount of \$ (1,612.69).

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

Community Grant Program

25-307 Moved by Councillor White, Seconded by Councillor Aylward

Be it Resolved that the Town Council approve community grant to Bay St. George Mountain Bike Club in the amount of \$ 1,438.10 to support trail development and maintenance.

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

25-308 Moved by Councillor White, Seconded by Councillor Aylward

Whereas BayFM has proposed an expansion of its FM Transmitter service to include broadcasting to the Bay St. George Area with a total projected cost of \$33,000.

Be it Resolved that the Town of Stephenville commit to contributing 50% of the cost, in the amount of \$15,000 to BayFm in support of their application to Canadian Radio- Television and Telecommunications Commission (CRTC) to extend FM broadcast services to the Bay. St George Area. And FURTHER THAT should other municipalities choose not to support the initiative; the broadcast services if the application is approved will be limited to the Town of Stephenville at a reduced cost.

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

Question was called

Request for Grant – Downtown Stephenville Improvement Area (BIA)

25-309 Moved by Councillor O’Brien, Seconded by Councillor Hynes
Motion to Defer

Councillor White moved, seconded by Councillor Hynes, to approve grant to the Downtown Stephenville Business Improvement (BIA) in the amount of \$ 24,228.20 to purchase seating and banners for the Kinsman Square Main Street.

Discussion – Mayor Rose passed the gavel to Councillor Hynes. The mayor recommended to defer to allow the request to be processed through the community grant program in compliance with established procedures, acknowledging this was different than past practice. Deputy CAO confirmed the request should follow the same process required of other community groups and is committed to setting up a meeting with the BIA to review the MOU. Councillor Roberts and Councillor Hynes agreed, it is a disappointment that this concern was not addressed at the committee meeting and the recommendation brought forward has been changed within a couple days.

Motion to Defer

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

Award of Tender – Stephenville Asphalt Paving 2025

25-311 Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved to Award the Tender - Stephenville Asphalt Paving 2025 Tender No. 2025-08 to Boyd and Bungay Construction, Inc.

Prices excluding the HST, Mobilization and Demobilization included in prices.

Surface Course Asphalt \$465.00 Tonne
(area larger than 100m²)

Patching Asphalt \$140.00 Tonne
(50mm Thickness)

Patching Asphalt \$100.00 Tonne
(50mm Thickness, with Town Prep patch)

Manholes – Adjust Only \$1750.00

Value Box – Adjust Only \$1500.00

Question was called: A contractor is required for asphalt jobs, the former tender was expired, noting this tender is for two years.

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

PLANNING AND DEVELOPMENT COMMITTEE REPORT

No Items

BY-LAWS, REGULATIONS, POLICYS

Equity, Diversity and Inclusion Policy

25-310 Moved by Councillor Hynes, Seconded by Councillor White

Be it Resolved that the Town of Stephenville Council approve Equity, Diversity and Inclusion Policy as circulated and vetted through our legal counsel.

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

UNFINISHED BUSINESS

NEW BUSINESS

Mayor Rose

He noted that the provincial fire ban remains in effect until September 7.

He encouraged residents to consider putting their names forward to serve on council. He noted that while the role can be both rewarding and challenging, it offers an opportunity to contribute to the town's progress which is the goal after the four-year term.

NOTICE OF MOTION

ADJOURNMENT

25-311 Moved by Councillor O'Brien , Seconded by Councillor Roberts

Resolved that since there is no further business the meeting adjourned at 12:43 pm

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

Mayor

Town Clerk