

REGULAR GENERAL MEETING, NOVEMBER 30, 2017

A Regular General Meeting of the Council of the Town of Stephenville was held in the Council Chambers at 12:00 p.m. on November 30, 2017.

Present: Mayor Tom Rose, Chairperson
Deputy Mayor: Susan Fowlow
Councillors: Mark Felix
Laura Aylward
Maurice Hynes
Don Gibbon
Absent: Councillor: Mike Tobin
Also Present: Town Manager, Mike Campbell
Town Clerk, Jennifer Brake

CALL TO ORDER/ APPROVAL OF AGENDA

Motion – Gibbon/Aylward

No.17-286 That the Agenda of the Regular General Meeting of November 30, 2017 be adopted as circulated.
Carried Unanimously

MINUTES

REGULAR GENERAL MEETING, NOVEMBER 16, 2017

Motion – Felix/Hynes

No.17-287 That the Minutes of the Regular General Meeting of November 16, 2017 be adopted as circulated.
Carried Unanimously

MATTERS ARISING FROM MINUTES

PROCLAMATION & DELEGATIONS

COMMITTEE REPORTS

FINANCE COMMITTEE

POLL TAX

Motion - Felix/Gibbon

No.17-288 It was the recommendation of the Finance Committee that Poll Tax write offs of \$1,101.45 and adjustments of \$1,136.55 and refunds of \$226.51 be approved.

Carried Unanimously

WATER & SEWER TAX

Motion - Felix/Gibbon

No.17-289 It was the recommendation of the Finance Committee that Water & Sewer Tax adjustments in the amount of \$1,697.76 be approved.

Carried Unanimously

REMISSION OF TAX

Motion - Felix/Gibbon

No.17-290 It was the recommendation of the Finance Committee that Remission of Tax in the amount of \$649.30 be approved.

Carried Unanimously

ACCOUNTS PAYABLE LISTING OCTOBER, 2017

Motion - Felix/Aylward

No.17-291 It was the recommendation of the Finance Committee that Accounts Payable listing for October, 2017 totaling \$82,397.33 be approved.

Carried Unanimously

REQUEST FOR DONATION, "TAKE A ONE NIGHT STAND AGAINST CANCER" CAMPAIGN, DAFFODIL PLACE

Motion - Felix/Gibbon

No.17-292 It was the recommendation of the Finance Committee that the Town of Stephenville give a grant in the amount of \$200.00 to The "Take a One Night Stand against Cancer" campaign, Daffodil Place.

Carried Unanimously

**REQUEST FOR DONATION,
COMMUNITY CAFÉ,
SOUTHWESTERN HOUSING
STABILITY INITIATIVE**

Motion - Felix/Fowlow

No.17-293 It was the recommendation of the Finance Committee that the Town of Stephenville give a grant in the amount of \$400.00 to the Southwestern Housing Stability Initiative toward the December Café.

Carried Unanimously

**REQUEST FOR DONATION,
STEPHENVILLE WINTER
CARNIVAL (2018)**

Motion - Felix/Aylward

No.17-294 It was the recommendation of the Finance Committee that the Town of Stephenville give a grant in the amount of \$1,500.00 to the 2018 Winter Carnival Committee

Carried Unanimously

**STEPHENVILLE THEATRE
FESTIVAL**

Motion - Felix/Gibbon

No.17-295 It was the recommendation of the Finance Committee that the Town of Stephenville enter into a Memorandum of Understanding for the repayment of outstanding loan balance of \$80,000 with the Stephenville Theatre Festival.

Carried Unanimously

Mayor Rose commented 2018 will mark the 40th season for the Stephenville Theatre Festival and it's the longest servicing professional theatre festival in Newfoundland and Labrador, with high standards and quality performances. Mayor Rose encouraged all corporate business and individuals get on board and support the Festival.

**GRANT, STEPHENVILLE HIGH
SCHOOL AND BURSARY FUND**

Motion - Felix/Hynes

No.17-296 It was the recommendation of the Finance Committee that the Town of Stephenville give a grant in the amount of \$500.00 to the Stephenville High School Bursary Fund.

Carried Unanimously

**REQUEST FOR ADVANCE 2018
FUNDING- BUSINESS IMPROVEMENT
ASSOCIATION**

Motion - Felix/Gibbon

No.17-297 It was the recommendation of the Finance Committee that the Town of Stephenville give an advance on 2018 grant in the amount of \$15,000.00 to the Business Improvement Association.

Carried Unanimously

**MOTION TO SUBMIT APPLICATION,
PROVINCIAL GOVERNMENT
MULTI YEAR CAPITAL AND
MCW FUNDING PROGRAMS**

Motion - Felix/Fowlow

No.17-298 It was the recommendation of the Finance Committee that the following projects be submitted under the Provincial Government Multi Year Capital and MCW Funding Programs:

1. Wellfield Temporary Power	\$152,030
2. St. Clare Avenue Reconstruction, Phase 2	3,229,169
3. Maple Street Reconstruction	1,149,434
4. Hillview Avenue Reconstruction, Phase 2	2,867,413
5. Pleasant Avenue Reconstruction, Phase 2	1,368,744
6. Russell Heights Reconstruction	971,172
7. Minnesota Drive Sewer Main Extension	457,651
8. West Street Paving	902,515
9. Minnesota Drive Paving	1,398,739
10. Carolina Avenue Repaving	1,093,026
11. Ramp Repaving	820,323
12. Carolina Bridge Refurbishment	492,614

13. Traffic Lights Queen and Prince Rupert	350,000
14. Minnesota Drive Over Pass Refurbishment	1,030,872
15. New Recreation Facility	6,800,000
	Carried Unanimously

PERMITS AND MUNICIPAL PLAN

FRACFLOW CONSULTANTS - 17 CONNECTICUT DRIVE

DATA: Request for a permit to drill 3 to 4 monitoring wells and install screen plus water sampling to accommodate a fish hatchery on property located at 17 Connecticut Drive.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations.

Motion - Fowlow/Hynes

No.17-299 That the recommendation of the Planning and Traffic Committee be accepted, Fracflow Consultants be granted a permit to drill 3-4 monitoring wells and install screen plus water sampling to accommodate a fish hatchery on property located at 17 Connecticut Drive, subject to conditions as outlined in the agenda.

Carried Unanimously

24/7 FITNESS - 430 MASSACHUSETTS DRIVE

DATA: Request for a permit to occupy space in the building located at 430 Massachusetts Drive to accommodate a fitness centre, do minor renovations and display signage in window with business name.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations.

Motion - Fowlow/Aylward

No.17-300 That the recommendation of the Planning and Traffic Committee be accepted and 24/7 Fitness be granted

a permit to occupy space in the building located at 430 Massachusetts Drive to accommodate a fitness centre, do minor renovations and display signage in window with business name, subject to conditions as outlined in the agenda.

Carried Unanimously

CYRIL WHITE- 15 KING STREET

DATA: Request for Outline Planning Permission to operate a bookkeeping business from the residence located at 15 King Street.

It was the recommendation of the Planning and Traffic Committee that Outline Planning Permission be granted subject to compliance with all Town Regulations and Service NL.

Motion - Fowlow/Gibbon

No.17-301 That the recommendation of the Planning and Traffic Committee be accepted and Cyril White be granted Outline Planning Permission to operate a bookkeeping business from the residence located at 15 King Street, subject to conditions as outlined in the agenda.

Carried Unanimously

DAVID MOONEY – 19 PRINCE RUPERT DRIVE

DATA: Request for Outline Planning Permission to construct a 72' x 80' building on the property located at 19 Prince Rupert Drive to accommodate a flower shop and storage facility.

It was the recommendation of the Planning and Traffic Committee that Outline Planning Permission be granted subject to compliance with all Town Regulations.

Motion - Fowlow/Felix

No.17-302 That the recommendation of the Planning and Traffic Committee be accepted and David Mooney be granted Outline Planning Permission to construct a 72' x 80' building on the property located at 19 Prince Rupert Drive to accommodate a flower shop and storage facility, subject to conditions as outlined in the agenda.
Carried Unanimously

**ALPHONSE BENNETT-
SMALL GULL POND**

DATA: Request to rezone land located in Small Gull Pond as Seasonal Residential.

It was the consensus of the Planning and Traffic Committee that the request to rezone the land as Seasonal Residential located at small gull pond be granted.

Motion - Fowlow/Gibbon

No.17-303 That the recommendation of the Planning and Traffic Committee be accepted and Alphonse Bennett request to rezone the land as Seasonal Residential located at small gull pond be granted, subject to conditions as outlined in the agenda.
Carried Unanimously

**URBAN AND RURAL PLANNING ACT 2000,
RESOLUTION TO ADOPT DEVELOPMENT
REGULATIONS AMENDMENT No.1, 2017
AND MUNICIPAL PLAN AMENDMENT No. 1, 2017**

DATA: Under the Authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville Adopts the Town of Stephenville Municipal Plan Amendment No. 1, 2017 and Development Regulations Amendment No. 1, 2017. Section 3.8 Rural: Permitted and Discretionary Uses – Rural add the following “Target shooting ranges will be permitted subject to applicable Federal and Provincial Laws and

regulations as well as particular conditions that may be set by Council.

Motion - Fowlow/Hynes

No.17-304 That the recommendation of the Planning and Traffic Committee be accepted and under the Authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Stephenville adopt Municipal Plan Amendment No. 1, 2017 and Development Regulation Amendment No. 1, 2017.

**BSG KINSMEN 2017 SANTA
CLAUS PARADE**

DATA: Request for permission to close West Street from its intersection with Main Street to Boland Drive to the Knights of Columbus Building to vehicular traffic on Saturday, December 2, 2017 from 7:30-9:30 pm and also place barricades to block the road.

It was the recommendation of the Planning and Traffic Committee that the request to close and barricade roads for the annual Santa Claus Parade be granted.

Motion - Fowlow/Aylward

No.17-305 That the recommendation of the Planning and Traffic Committee be accepted and BSG Kinsmen Request for permission to close West Street from its intersection with Main Street to Boland Drive to the Knights of Columbus Building to vehicular traffic on Saturday, December 2, 2017 from 7:30-9:30 pm and also place barricades to block the road. Subject to conditions as outlined in the agenda.

Carried Unanimously

**TRAFFIC STUDY
SNC LAVALIN**

DATA: The Town Manager recommended SNC Lavalin to provide consultant services for the design, tender and contract administration for the installation of traffic lights at the intersection of Queen and Minnesota / Prince Rupert Drive.

It was the recommendation of the Planning and Traffic Committee that SNC Lavalin provide consultant services for the Traffic Light installation at the intersection of Queen and Minnesota/Prince Rupert Drive.

Motion - Fowlow/Felix

No.17-306 That the recommendation of the Planning and Traffic Committee be accepted and SNC Lavalin to provide consultant services for the design tender and contract administration for the installation of traffic lights at the intersection of Queen and Minnesota / Prince Rupert Drive, subject to conditions as outlined in the agenda.

Carried Unanimously

**EMPIRE AVENUE-
ONE WAY**

DATA: The residents of Empire Avenue and surrounding area received a letter from the Town of Stephenville, stating the traffic concerns at the intersection of Empire Avenue, Hansen Highway and West Street. Residents were encouraged to provide feedback to the Town and the results were circulated and discussed.

It was the recommendation of the Planning and Traffic Committee that a "No exit sign" on Empire Avenue to West Street will be erected under a 90 day trial.

Motion - Fowlow/Felix

No.17-307 That the recommendation of the Planning and Traffic Committee be accepted and a “No exit sign: from Empire Avenue to West Street will be erected under a 90 day trial, commencing March 1, 2018. Subject to conditions as outlined in the agenda.

Carried

In Favor : 5 Opposing: 1 (Gibbon)

Mayor Rose stated safety is a big responsibility of the Town, and I am very pleased as a council we are moving forward. He stated some people don't like change but this decision could save a life of a family member.

Councillor Felix stated this will not affect snow clearing for this street.

Councillor Gibbon commented why fix what is not broken; he stated he spoke to the residents on Empire Avenue and they don't want any changes. Residents have lived there for 30-40 years and don't recall any accidents regarding entering/exiting Empire Ave. This action will cause increased traffic to the streets of Crestfield, Colonial and Rose Avenue and there a numerous families with young children and also a hard of hearing child that lives in the area. These children are playing outside and you are increasing risk to them by creating more traffic to these streets.

Mayor Rose in response stated every street in our town possibly has seniors and children, and the safety of children playing outside is sometimes the responsibility of the parents. We can get signage in place for “children at play” or an area with a lot of children we can enhance the safety by additional signage.

Councillor Hynes stated the residents provided feedback and a problem with either Hansen Highway or Empire Avenue was identified. However the residents were unsure of a solution. This may be a viable solution

Councillor Fowlow commented, we have to be vigilant to ensure people recognize the children's safety with the increased traffic in this area.

BY-LAWS AND REGULATIONS

UNFINISHED BUSINESS

Animal Control Contact

Mayor Rose tabled the Animal Control Contract for discussion. He stated the previous council entered into a contract for animal control and the Town was in violation of the Tendering Act. As a new council we need to ensure we are in compliance with Provincial and Municipal regulations.

Councillor Felix stated as a new councillor he did not support a contract that was violating the tendering act. He felt the town did not have a dog problem to warrant a contract worth \$40-50,000, vehicle and a fuel card. Also the tax payers would be best serviced with a municipal enforcement officer position with animal control as a secondary role.

Councillor Felix motioned that the animal control contract be terminated with 60 days' notice.

Motion – Felix/Fowlow

No. 17-308 That the Animal Control Contract will be terminated with a 60 day notice and the funding and services will be re-evaluated in the new year

Carried Unanimously

Budget Survey

Councillor Felix provided an update on the budget surveys "get informed contribute your input". The online survey generated 260 responses and another 100 written responses are expected to be returned to the Town. The results of the survey will be shared on the Town's website in the New Year.

Recreation and Wellness Positon

Deputy Mayor, Fowlow stated she would like council to revisit the recreation and wellness positon and proceed to have the position advertised. She stated this position is necessary and needed for our Town.

Councillor Felix suggested this item be deferred as the Town prepares the 2018 Budget and council agreed.

Mayor Rose

Challenge to other Municipalities to support your local artists:
He stated the Town has expressed an interest for procurement for art work from local artists in the Stephenville area. The Town of Stephenville has financially supported the Bay. St George's Artists Association and Mayor Rose would like to challenge all municipalities from Bay St. George to St. John's to support their local artists in their communities.

Recognized Jerry Boland and Catherine Janes for being inducted in Newfoundland and Labrador Sports Hall of Fame.

ADJOURNMENT

Motion – Fowlow/Felix

No. 17-309 That the meeting adjourn at this time,
12:53 p.m.

Carried Unanimously

CHAIRPERSON

DATE CONFIRMED