

## **REGULAR GENERAL MEETING, JULY 12, 2018**

A Regular General Meeting of the Council of the Town of Stephenville was held in the Council Chambers at 12:12 p.m. on July 12, 2018.

Present:	Tom Rose	Mayor
	Susan Fowlow	Deputy Mayor
	Laura Aylward	Councillor
	Mark Felix	Councillor
	Don Gibbon	Councillor
	Mike Tobin	Councillor
	Maurice Hynes	Councillor

Staff:	Mike Campbell	Town Manager
	Jennifer Brake	Town Clerk

### **CALL TO ORDER/APPROVAL OF AGENDA**

Motion No. 18-180          Gibbon/Felix

That the Agenda of the Regular General Meeting of July 12, 2018 be adopted as circulated.

Carried Unanimously

### **MINUTES FOR APPROVAL**

#### **REGULAR GENERAL MEETING JUNE 21, 2018**

Motion No. 18-181          Tobin/Hynes

That the Minutes of the Regular General Meeting of June 21, 2018 be adopted as circulated.

Carried Unanimously

#### **SPECIAL MEETING JULY 4, 2018**

Motion No. 18-182          Tobin/Hynes

That the minutes of Special Meeting July 4, 2018 No. S18-01 to Award tender for Water and Sewer System upgrades, St. Clare Avenue Phase 2 MAE # 17-SCF-18-00030 to the lowest bidder Marine Contractors Inc. in the amount of \$939,400.50 be adopted

Carried Unanimously

**PROCLAMATION & DELEGATIONS**

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**POLL TAX**

Motion No. 18-183 Felix/Aylward

That the recommendation of the Finance Committee be accepted and Poll Tax write-offs totaling \$218.14 be approved.

Carried Unanimously

**PROPERTY TAX**

Motion No. 18-184 Felix/Fowlow

That the recommendation of the Finance Committee be accepted and Property Tax write offs in the amount of \$11,995.10 be approved.

Carried Unanimously

**REMISSION OF TAX**

Motion No. 18-185 Felix/Hynes

That the recommendation of the Finance Committee be accepted and Remission of Tax in the amount of \$260.78 and refunds of \$260.78 be approved.

Carried Unanimously

**BUSINESS TAX**

Motion No. 18-186 Felix/Tobin

That the recommendation of the Finance Committee be accepted and Business tax write offs in the amount of \$320.25, adjustments of \$1,014.95 and \$860.40 in refunds be approved.

Carried Unanimously

**SCOTT YOUNG, LAND REQUEST**

Motion No. 18-187 Felix/Gibbon

That the recommendation of the Finance Committee be accepted and Town of Stephenville sell approximately 50 feet of land at the rear of the property located at 10 Whalen Crescent for the amount of \$100.00; the purchaser will

bear the survey and legal fees costs. Other property owners will be given the opportunity to purchase the land at the rear of the properties.

Carried Unanimously

### **ACCOUNTS PAYABLE, JUNE 2018**

Motion No. 18-188 Felix/Aylward

That the recommendation of the Finance Committee be accepted and Accounts Payable for June, 2018 in the amount of \$160,920.90 be approved.

Carried Unanimously

### **EXPENSE CHEQUE LISTING, JUNE 2018**

Motion No. 18-189 Felix/Hynes

That the recommendation of the Finance Committee be accepted and the Expense Cheque Listing for June, 2018 in the amount of \$331,539.78 be approved.

Carried Unanimously

This information can be requested at the Town Office.

### **REQUEST FOR DONATION, SIR THOMAS RODDICK HOSPITAL FOUNDATION**

Motion No. 18-190 Felix/Tobin

Councillor Aylward as Chair of the foundation, was in conflict of interest and left the council chambers

That the recommendation of the Finance Committee be accepted and the Town of Stephenville contribute \$1,000 to the Sir Thomas Roddick Hospital Foundation to purchase Pyxis Medicine Cabinet.

Carried Unanimously

Councillor Aylward returned to the chambers at the conclusion of the discussion.

### **YOUTH VENTURES, REQUEST TO WAIVE PERMIT FEE**

Motion No. 18-191 Felix/Hynes

That the recommendation of the Finance Committee be accepted Town of Stephenville waive the permit fees for the youth venture participants.

Carried Unanimously

### **28<sup>TH</sup> ANNUAL COMMUNITY CRIME PREVENTION GUIDE- RNC**

Motion No. 18-192 Felix/Aylward

That the recommendation of the Finance Committee be accepted and the Town of Stephenville purchase a ¼ page full color ad in the amount of \$530 (HST

included) in the 28th Annual Community Crime Prevention Guide.

Carried Unanimously

**PERMISSION TO CALL TENDER, JANITORIAL SERVICES**

Motion No. 18-193 Felix/Gibbon

That the recommendation of the Finance Committee be accepted and the Town of Stephenville call tender for Janitorial Services.

Carried Unanimously

**PERMISSION TO CALL TENDER, EQUIPMENT RENTAL**

Motion No. 18-194 Felix/Hynes

That the recommendation of the Finance Committee be accepted and the Town of Stephenville call tender for Equipment Rental.

Carried Unanimously

**PERMISSION TO CALL TENDER, ASPHALT REPAIR**

Motion No. 18-195 Felix/Fowlow

That the recommendation of the Finance Committee be accepted and the Town of Stephenville call tender for Asphalt Repair.

Carried Unanimously

**AWARD, SALE OF EQUIPMENT**

Motion No. 18-196 Felix/Tobin

That the recommendation of the Finance Committee be accepted and the sale of equipment, 2007 and 2010 International Garbage trucks be awarded to the highest bidder, Eric Young in the amounts of \$22,501.00 & 56,775.00.

Carried Unanimously

**ENGINEERING CONSULTANT - REQUEST FOR PROPOSAL**

Motion No. 18-197 Felix/Aylward

That the recommendation of the Finance Committee be accepted and the Town of Stephenville grant approval to issue Request for Proposal for Engineering Consultant to design, tender and contract administration for Project No. 17-SCF-19-00141 Maple Street Reconstruction.

Carried Unanimously

**ENGINEERING CONSULTANT - REQUEST FOR PROPOSAL**

Motion No. 18-198 Felix/Hynes

That the recommendation of the Finance Committee be accepted and the Town of Stephenville grant approval to issue Request for Proposal for Engineering

Consultant to design, tender and contract administration for Project No. 17-MCW--19-00046 Well Field Back-up Generator.

Carried Unanimously

### **REQUEST FOR DONATION, BAY ST. GEORGE KINSMAN CLUB**

Motion No. 18-199

Felix/Gibbon

That the recommendation of the Finance Committee be accepted and the Town of Stephenville give a grant in the amount of \$2760.00 to the BSG Kinsman Club.

Carried Unanimously

### **PERMITS AND MUNICIPAL PLAN**

#### **CWT- HARVEY'S TRAVEL- 65 MAIN STREET**

Motion No. 18-200

Fowlow/Aylward

It was the recommendation of the Planning and Traffic Committee that this permit be granted to relocate an existing travel agency business from 65 Main to 199 Main Street.

That the recommendation of the Planning and Traffic Committee be approved, subject to compliance with all Town Regulations.

Carried Unanimously

#### **GERARD POMEROY- 89 WEST STREET**

Motion No. 18-201

Fowlow/Tobin

Council addressed the request for outline planning permission to construct a four-plex, as per plot plan submitted, on the property located at 89 West Street.

Councillor Hynes raised the question if the applicant adhered to permit regulations for the other two building constructed at the location. He also raised safety concern for emergency personnel due the narrow driveway, and neighbouring property owners are concerned about their privacy. He requested this agenda item be deferred for further discussion.

After discussion, Council was in agreement to defer.

Carried Unanimously

### **BY-LAWS AND REGULATIONS**

#### **BIKE LANE BYLAW**

Motion No. 18-202

Fowlow/Felix

That the recommendation of the Planning and Traffic Committee be approved; and the Town of Stephenville complete the proposed bike lane bylaw that would require drivers to leave one meter of open space between their vehicle and the cyclist when driving beside, or passing the cyclist.

Carried Unanimously

## **NEW BUSINESS**

### **FUNDING ALLOCATION FOR ROAD IMPROVEMENT**

Motion No. 18-203 Felix/Gibbon

Moved by Councillor Felix and seconded by that \$150,000 from 2017 budget surplus be allotted for road repairs in 2018. Management will identify areas that can be resurfaced at this time.

Carried Unanimously

Councillor Felix stated, West Street requires a full reconstruction and will be a priority for cost share capital project application in 2019.

### **REMINDER TO RESIDENTS – FRIDAY'S BULK CLEAN-UP**

The Friday's bulk garbage collection has been discontinued, until further notice. The Municipal Enforcement Officer will be monitoring, and resident are asked to remove any bulk items they have placed on the curbside.

### **MAYOR ROSE**

New entry signage for Stephenville is progressing.

We are collaborating with Gudie Hutchings MP and Atlantic Pilotage Authority regarding the Port of Stephenville tug regulations. This can detract business from Stephenville and is having a negative impact on our Port.

### **DEPUTY MAYOR FOWLOW**

She will be providing more information on Eat, Great and Participate policy which aims to provide healthy eating options when attending recreation and community events.

### **COUNCILLOR AYLWARD**

The Stephenville Theatre Festival 40<sup>th</sup> Season will be opening July 13<sup>th</sup>.

### **COUNCILLOR FELIX**

He congratulated Paul Grenier, Walk-a-Ways trail committee and the volunteers on the wonderful job they did on the We Care Trail and Neds Pond Trail.

**COUNCILLOR GIBBON**

The Special Olympics took place at the Stephenville High School track and field with 220 participants; it was an amazing experience to be a part of.

**ADJOURNMENT**

Motion No. 18-204                      Aylward/Gibbon

There being no further business, the meeting adjourned at 12:46 p.m.  
Carried Unanimously

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**MAYOR**

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**TOWN CLERK**