

## REGULAR GENERAL MEETING, OCTOBER 25, 2018

A Regular General Meeting of the Council of the Town of Stephenville was held in the Council Chambers at 12:02 p.m. on October 25, 2018.

Present: Susan Fowlow Deputy Mayor, Chair  
Tom Rose Mayor (via Skype)  
Laura Aylward Councillor  
Mark Felix Councillor  
Don Gibbon Councillor

Staff: Town Manager, Mike Campbell  
Town Clerk, Jennifer Brake

### CALL TO ORDER/APPROVAL OF AGENDA

Motion No. 18-292 Felix/Gibbon

That the Agenda of the Regular General Meeting of October 25, 2018 be adopted as circulated.

Carried Unanimously

### REGULAR GENERAL MEETING OCTOBER 11, 2018

Motion No. 18-293 Aylward/Gibbon

That the Minutes of the Regular General Meeting of October 11, 2018 be adopted as circulated.

Carried Unanimously

### PROCLAMATION & DELEGATIONS

Deputy Mayor Fowlow signed a proclamation declaring October 18, 2018 to be Credit Union Day in the Town of Stephenville.

### COMMITTEE REPORTS

#### FINANCE COMMITTEE

#### POLL TAX

Motion No. 18-294 Felix/Aylward

It was the recommendation of the Finance Committee that Poll Tax write offs totaling \$1,511.87 and adjustments totaling \$3,178.93 be approved.

Carried Unanimously

**WATER & SEWER TAX**

Motion No. 18-295 Felix/Gibbon

It was the recommendation of the Finance Committee that Water and Sewer tax adjustments totaling \$1,146.00 be approved.

Carried Unanimously

**REMISSION OF TAX**

Motion No. 18-296 Felix/Aylward

It was the recommendation of the Finance Committee that remission of tax totaling \$918.96 be approved.

Carried Unanimously

**BUSINESS TAX**

Motion No. 18-297 Felix/Gibbon

It was the recommendation of the Finance Committee that business tax adjustments in the amount of \$150.00 be approved.

Carried Unanimously

**ACCOUNTS PAYABLE FOR SEPTEMBER 2018**

Motion No. 18-298 Felix/Aylward

It was the recommendation of the Finance Committee that the Accounts Payable for September 2018 totaling \$317,976.35 be approved.

Carried Unanimously

**AWARD OF TENDER, STANDING OFFER FOR HYDROSEED**

Motion No. 18-299 Felix/Rose

It was the recommendation of the Finance Committee that the Town of Stephenville award tender for Hydroseed to the lowest bidder Boyd & Bungay Construction in the amount of \$1.88 m<sup>2</sup> plus HST.

Carried Unanimously

**AWARD OF TENDER, SUPPLY & DELIVERY OF TOPSOIL**

Motion No. 18-300 Felix/Gibbon

It was the recommendation of the Finance Committee that the Town of Stephenville award tender for Supply & Delivery of Topsoil to the lowest bidder Boyd & Bungay Construction in the amount of \$12.85/ ton plus HST.

Carried Unanimously

**AWARD OF TENDER, SUPPLY & DELIVERY OF ONE TRUCK BLADE**

Motion No. 18-301 Felix/Aylward

It was the recommendation of the Finance Committee that the Town of Stephenville award tender for Supply & Delivery of Truck Blade to Gincor Werx in the amount of \$ 24,255.00 plus HST.

Carried Unanimously

**PERMITS AND MUNICIPAL PLAN****APPOINTMENT OF COMMISSIONER**

Motion No. 18-302 Aylward/Felix

As a property owner on Hillier Avenue, Mayor Rose declared himself in conflict of interest and left the meeting via skype.

It was the recommendation of the Planning & Traffic Committee that John F Roil be appointed as Commissioner to conduct the public hearings for the Town of Stephenville Municipal Plan Amendment No. 4, 2018 and Development Regulation Amendment No. 8, 2018. The hearing will take place on November 15, 2018 @ 7pm at the Town Hall

Carried

Mayor Rose returned to the meeting (via skype) at the conclusion of discussion of this item.

**TOWN OF STEPHENVILLE MUNICIPAL PLAN AMENDMENT NO. 3, 2018 & DEVELOPMENT REGULATIONS AMENDMENT NO. 6, 2018**

Motion No. 18-303 Aylward/Felix

These amendments are proposed to reflect the actual purpose and function of the area currently referred to as the Pending Protected Water Supply Area. The Pending will be replaced with the "Secondary Protected Water Supply Area. The proposed is also to extend the current rural residential zone into the abutting rural zone on both side of Route 460 -11 (Cold Brook road). This will allow landowners to develop farther from the street and to remove the maximum building line setback.

It was the recommendation of the Planning and Traffic Committee that Under the Authority of Section 23 of *the Urban and Rural Planning Act 2000*, the Town Council of Stephenville Approves the Town of Stephenville Municipal Plan Amendment No. 3, 2018 & Development Regulations Amendment No. 6, 2018

Carried Unanimously

**STEPHENVILLE BEST BUYS – 19 STACEY CRESCENT**Motion No. 18-304

Aylward/Gibbon

Request for a permit to operate home based wholesale business from space in the residence located at 19 Stacey Crescent.

That the recommendation of the Planning and Traffic Committee be approved.  
Carried Unanimously

**VISION AUTOMOTIVE & RV – 57-61 WEST STREET**Motion No. 18-305

Aylward/Rose

Request for a permit to erect temporary signage, 6' x 8', on the property located at 57-61 West Street to accommodate a "coming soon" showroom sign.

That the recommendation of the Planning and Traffic Committee be approved.  
Carried Unanimously

**VISION AUTOMOTIVE & RV – 57-61 WEST STREET**Motion No. 18-306

Aylward/Gibbon

Request for a permit to erect permanent pylon backlit business sign at the corner of the property located at 57-61 West Street.

That the recommendation of the Planning and Traffic Committee be approved.  
Carried Unanimously

**D & E LIMITED (SWEET SHOP) – 122-124 QUEEN STREET**Motion No. 18-307

Aylward/Felix

Request for a permit to repair/replace step at the business located at 122-124 Queen Street.

That the recommendation of the Planning and Traffic Committee be approved.  
Carried Unanimously

**BY-LAWS AND REGULATIONS****NEW BUSINESS****Councillor Gibbon**

Stated the Stephenville Winter Carnival Committee has been actively preparing for next year celebrations. They have announced Stephenville Winter Carnival will take place from February 7-10, 2019.

**Councillor Felix**

Paid tribute to the Late Mr. Joe Dollard. He was a well-recognized volunteer in our community and provide great contribution to our town. He was an accountant by trade, and he offered his service for free to many organizations in the community.

**ADJOURNMENT**

Motion No. 18- 308

Felix/Aylward

There being no further business, the meeting adjourned at 12: 13 p.m.

Carried Unanimously

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**MAYOR**

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**TOWN CLERK**