

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON APRIL 2, 2019**

Present were: Mayor Sam Synard
Deputy Mayor Gary Myles
Councillor Mike Brennan
Councillor Andy Edwards
Councillor Keith Keating
Councillor Loretta Lewis
Councillor Nora Tremblett

Also present: Dennis Kelly, Chief Administrative Officer
Ben Letemplier, Director of Operations & Public Works
Melanie Kilfoy, Director of Finance & Administration
Alje Mitchell, Director of Planning & Development Control
Petrina Power, Executive Clerk

Also present: Colin Farrell, The Southern Gazette

1. Call to Order

Mayor Synard called the meeting to order at 7:00 p.m. and welcomed everyone present.

2. Adoption of Agenda

Motion

MMC 2019 04 02/001R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

3. Adoption of Minutes

Mayor Synard noted several Councillors and staff are wearing blue and sunglasses in support of Autism Awareness. April 2nd is Autism Awareness Day and April is Autism Awareness Month.

Regular Council Meeting, March 19, 2019

Motion

MMC 2019 04 02/002R

Moved by Councillor Keating, seconded by Councillor Lewis

“BE IT RESOLVED the minutes of the Regular Council Meeting held on March 19, 2019, be adopted.”

Motion carried unanimously.

Special Council Meeting, March 19, 2019

Motion

MMC 2019 04 02/003R

Moved by Councillor Tremblett, seconded by Deputy Mayor Myles

“BE IT RESOLVED the minutes of the Special Council Meeting held on March 19, 2019, be adopted.”

Motion carried unanimously.

Special Council Meeting, March 25, 2019

Motion

MMC 2019 04 02/004R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED the minutes of the Special Council Meeting held on March 25, 2019, be adopted.”

Motion carried unanimously.

4. Business Arising from Regular/Special Meetings

There was no Business Arising from the Regular Council Meeting of March 19, 2019, or the Special Council Meetings of March 19, 2019, and March 25, 2019, to bring forward.

5. Delegations

There were no Delegations.

6. Committee Reports

Planning & Development Committee

Councillor Brennan reviewed the minutes of the Planning & Development Committee meeting held on March 28, 2019.

The Committee discussed the pending Clean-up Week that will take place this spring. With support from Mayor Synard and Councillor Keating, who are on the Burin Peninsula Regional Service Board, Councillor Brennan will be putting in a request to the Board for additional dumpsters for the clean-up.

The Town received a letter from the Department of Fisheries and Resources regarding the Town’s application to occupy land for the purpose of a pedestrian trail.

Motion

MMC 2019 04 02/005R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay a title document fee in the amount of \$300.00 to the Department of Fisheries and Resources for the preparation and registration of Application No. 151616, Pedestrian Trail located at Landing Place Pond, Marystown for a Licence to Occupy for a term of five (5) years.”

Motion carried unanimously.

Motion

MMC 2019 04 02/006R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the Chief Administrative Officer to sign Application No. 151616 for a Licence to Occupy land for a Pedestrian Trail located at Landing Place Pond, Marystown.”

Motion carried unanimously.

The Committee had discussion regarding new trucks for the Planning & Development Department and the Fire Department. This item will be addressed later in the agenda.

Motion

MMC 2019 04 02/007R

Moved by Councillor Brennan, seconded by Deputy Mayor Myles

“BE IT RESOLVED that an application received from Mike Herrell to operate a non-profit business (Channel Peer Support) at 4 Harris Drive be approved, subject to Government Service Centre.”

Motion carried unanimously.

Motion

MMC 2019 04 02/008R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from CAN-AM Platforms & Construction Limited to construct an extension measuring 32’8” x 48’ for a total of 1,568 square feet to a commercial building at 130-140 Ville Marie Drive be approved subject to Government Services Centre for wheelchair accessibility and accessible parking, Fire and Life Safety approval and site inspection.”

Motion carried unanimously.

Motion

MMC 2019 04 02/009R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED the following applications be approved subject to approval of applicable government departments and/or agencies and any conditions stipulated:

- Resident, 520 Ville Marie Drive – construct accessory building measuring 36’ x 24’
- Resident, Mooring Cove – construct accessory building measuring 24’ x 24’, subject to site inspection”

Motion carried unanimously.

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on March 27, 2019.

The Finance Committee met with members of the Board for the Marystown Heritage Museum to discuss an increase on the operating grant for the museum. The museum has been operating twelve months of the year from a Town-owned building and the Board would like to continue as a year-round operation. However, the cost to operate full-time is higher than the revenue generated by the museum through grants, donations, etc. The Committee is not able to justify a year-round operation during the off-season given the lack of traffic from tourists and visitors to the area. The Committee looked into the operating hours for several other museums and the majority of museums of similar size are only open during the tourist season (spring to late summer/early fall). Unless alternate sources of funds can be identified, Councillor Edwards noted that the museum will have to cut back its hours to coincide with the tourist season.

Motion

MMC 2019 04 02/010R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to pay Progress Invoice No. MARY-16113-07 as received from Tract Consulting Inc. dated February 28, 2019 in the amount of \$5,001.93 including HST for the new Municipal Plan and Development Regulations.

Motion carried unanimously.

Motion

MMC 2019 04 02/011R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve the February Monthly Claim received from the YMCA of Newfoundland and Labrador dated February 28, 2019 in the amount of \$27,876.04.”

Motion carried unanimously.

Motion

MMC 2019 04 02/012R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify submission of a Special Assistance Grant (SAG) Application to the Department of Municipal Affairs and Environment for financial assistance to replace the traffic control panel and cabinet for the traffic lights located at the Penney Street/McGettigan Boulevard/Columbia Drive intersection for the requested amount of \$25,000.00, with the understanding the grant would be cost-shared on a 50/50 Provincial/Municipal cost-shared ratio with the Town contributing \$12,500.00.”

Motion carried unanimously.

Motion

MMC 2019 04 02/013R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the Town to transfer funds from the Town’s General Account to the 2011/2012 Multi Year Capital Works Account, Project No. 11149 Town Hall Upgrades Project, in the amount of \$37,870.33 with the understanding that the funds will be returned to the Town’s General Account when project funding is received from the Department of Municipal Affairs and Environment.”

Motion carried unanimously.

Motion

MMC 2019 04 02/014R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to support the South Coast Music Festival in the amount of \$150.00 as in previous years.”

Motion carried unanimously.

Motion

MMC 2019 04 02/015R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify Poll Tax Ratification Listing No. 5-1 dated March 27, 2019, in the amount of \$4,333.89 as per policy.”

Motion carried unanimously.

Motion

MMC 2019 04 02/016R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of April 9, 2019, in the amount of \$245,322.26 as per policy.”

Motion carried unanimously.

Motion

MMC 2019 04 02/017R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to accept three tender bids for the purchase of two new ½ ton 4x4, four door crew cab pick-up trucks for the Fire Department and the Planning and Development Department as follows:

- Marystown Ford \$47,150.00 including HST per vehicle
- Terra Nova GMC Buick \$48,220.65 including HST per vehicle
- Hickman Chrysler \$111,885.80 including HST for two vehicles

BE IT FURTHER RESOLVED approval be given to accept a tender bid from Terra Nova GMC Buick for the purchase of two trucks for the Fire Department and the Planning & Development Department at a cost of \$48,220.65 including HST per truck, with the understanding the trucks will be financed through the Town’s General Account.”

Motion carried unanimously.

It was noted that the lowest bid wasn’t accepted because of the size of the engine and the delivery date. It was questioned whether the trucks could be serviced in Burin. The Director of Planning & Development Control will follow up.

Motion

MMC 2019 04 02/018R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council approve Contract Change Order No. 1 dated April 1, 2019, in the amount of \$7,729.59 including HST as it relates to the Marystown Town Hall Renovation and Expansion Project for furniture additions/changes which includes Invoice No. 19912-1 dated March 28, 2019, as received from Superior Office Interiors, with the understanding the funds will come from the Town Hall Capital Project as these additions/changes have resulted in the furniture becoming a built-in fixture in the Council Chambers.”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on March 26, 2019.

The Committee reviewed its Gas Tax Funding and will be getting estimated on a number of streets that may be upgraded utilizing that funding.

Regular operations are going well and repairs to potholes are ongoing. A meeting has been scheduled for next week with BioMaxx Environmental to discuss the increase in cost to monitor several of the Town outfalls as required under the Federal wastewater regulations.

The Water Treatment Plant is operating well. The winter season is just about over and shift work will be ending soon, with the equipment is being readied for the spring.

The Committee has a meeting scheduled with the Department of Transportation & Works next week on April 9th to discuss Canning Bridge.

Motion

MMC 2019 04 02/019R

Moved by Councillor Keating, seconded by Deputy Mayor Myles

“BE IT RESOLVED that, as per Section 201.2 of the *Municipalities Act, 1999*, approval be given to sell by tender the following vehicles on an “AS IS WHERE IS” basis:

- 2004 Ford F-350
- 2009 Pontiac Torrent
- 2010 Jeep Liberty”

Motion carried unanimously.

Councillor Keating advised a new controller has been installed and the traffic lights at the intersection of Columbia Drive/McGettigan Boulevard/Penney Street are operational again.

Recreation Committee

Councillor Lewis reviewed the minutes of the Recreation Committee meeting held on March 27, 2019.

Motion

MMC 2019 04 02/020R

Moved by Councillor Lewis, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to purchase directional signage which will be placed strategically around town to guide persons to recreation and tourism facilities in the area at a cost not exceeding \$5,000.00.”

Motion carried unanimously.

Motion

MMC 2019 04 02/021R

Moved by Councillor Lewis, seconded by Councillor Keating

“BE IT RESOLVED approval be given to support to Mason Barry who will be attending the National Darts Championships in Saskatoon, Saskatchewan in the amount of \$100.00, as per the Assistant to Affiliates Program Policy.”

Motion carried unanimously.

Motion

MMC 2019 04 02/022R

Moved by Councillor Lewis, seconded by Councillor Keating

“BE IT RESOLVED approval be given to purchase a full page booklet ad at a cost of \$100.00 in support of the Marystown Minor Hockey Under 15 All Star team which hosted the Provincial Championships at the Kaetlyn Osmond Arena from March 29-31, 2019.”

Motion carried unanimously.

The All Star Provincials took place at the arena over the weekend past. The Town may receive Federal (ACOA) funding through the Canada 150 Program to complete upgrades to the Kaetlyn Osmond Arena in areas such as the dressing rooms. Repairs are also pending to the Town’s walking trails this season. Councillor Lewis advised the Summer Games Building sustained some water damage which is being repaired through the Town’s insurance.

Volunteer Appreciation Night will take place on April 10th at St. Gabriel’s Hall. This year, the Committee has decided to invite individuals to attend the event, whether associated with an organization or not. A maximum of 200 people may attend the event. The Committee also decided to eliminate the small appreciation token so those funds could be utilized for food for the volunteers. There will also be music and three speakers (youth, adult and senior) to speak on volunteerism. Those interested in attending need to register for the event.

There was some follow-up on the funds raised to date for a splash pad. Through the Splash Pad Committee, over \$5,000.00 was deposited into the account however, as purchasing and installing a splash pad is a very expensive venture, the Committee agreed there should be a discussion on how to better utilize the funds. The former Splash Pad Committee will be asked to participate in the discussion.

Twenty-four ‘Miles for Smiles’ walks will be taking place on the Burin Peninsula in Support of Child Abuse Awareness. The first walk took place in Marystown on April 1st.

As noted earlier, today is Autism Awareness Day and April is Autism Awareness Month. Everyone was encouraged to wear blue and their sunglasses today to help celebrate the strength of individuals with autism.

Councillor Lewis congratulated the Marystown Mariners Female Under 20 Team who brought home the provincial banner after playing in Bonavista this past weekend. Councillor Lewis also congratulated the PeeWee 1 Team for bringing home the silver medal. The Under 15 Female

Team also hosted the Under 15 Female Provincial Hockey Championship at the Kaetlyn Osmond Arena this past weekend.

Councillor Lewis also congratulated Thomas and Anna Lambe. Dennis Lambe, former resident of Marystown and RCMP Officer, and two of his children were nominated for and won a Canadian Film Award for The Grizzlies, a film about youth suicide and mental health. The local theatre in Burin is looking to show the film; Councillor Lewis suggested extending an invitation to the Lambes to attend.

Councillor Lewis attended a YMCA Retreat at The Rooms this weekend past. Twenty-two people attended the retreat and it was an opportunity to network and listen to some good speakers.

Tourism & Special Events Committee

Deputy Mayor Myles reviewed the minutes of the Tourism & Special Events Committee meeting held on March 26, 2019.

The Committee has been busy organizing upcoming events such as Canada Day, Relay for Life and the Shining Seas Summer Festival. The Committee is also continuing to volunteer for the Sacred Heart Academy Breakfast Program one week per month.

The main focus is on organizing the Shining Seas Summer Festival. Deputy Mayor Myles and the Director of Recreation & Community Services met with promotor Due South regarding promotion of this year's festival. The festival will take place August 5th to 11th with the Big Splash taking place on Friday rather than Saturday due to availability of bands. Follow-up will be made to contact vendors who would be interested in selling food, etc., at the Big Splash. The Committee has also been in discussion with the Recreation Committee about including some sporting activities. The Committee is reviewing last year's schedule of events to determine which ones will be improved on and which ones will be replaced by better events.

Motion

MMC 2019 04 02/023R

Moved by Deputy Mayor Myles, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay a deposit in the amount of \$2,000.00 to Due South Promotions to secure their services for the promotion of the Big Splash taking place August 9, 2019, during the Shining Seas Summer Festival.”

Motion carried unanimously.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons & Property Committee meeting held on March 28, 2019.

Motion

MMC 2019 04 02/024R

Moved by Councillor Tremblett, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to adopt the revised Community Events Policy effective April 2, 2019, with the understanding that previous versions of the policy are repealed and replaced.”

Motion carried unanimously.

Motion

MMC 2019 04 02/025R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the Director of Planning and Development Control to attend a Conference on Incorporating Climate Change into Public Infrastructure Planning and Design taking place April 9, 2019, in St. John’s.”

Motion carried unanimously.

The Committee met with Lieutenant Daniel Kelly of the Salvation Army to discuss their proposal to partner with the Town for the purpose of utilizing the citadel as a warming centre. The Town is interested in this partnership given that the kitchen at the citadel has been recently renovated, they have two mobile units in the province that can respond to emergencies, the members of the Salvation Army are trained and they are experts in responding to emergencies.

Motion

MMC 2019 04 02/026R

Moved by Councillor Tremblett, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to appoint a liaison/liaisons between the Town and The Salvation Army for the purpose of partnering on establishing a Warming Centre at The Salvation Army Citadel, Creston South, for Marystown; and

BE IT FURTHER RESOLVED approval be given to sign a letter of understanding with The Salvation Army agreeing to partner for the purpose of establishing the Warming Centre for Marystown.”

Motion carried unanimously.

Motion

MMC 2019 04 02/027R

Moved by Councillor Tremblett, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to adopt the Civic Numbering Policy.”

Discussion

Council is encouraging everyone to confirm their civic address and post it so it can be seen as per the policy. With the implementation of 911, the pending enhanced 911 system and the number of new people both living in town and working as first responders, the area is not as well-known as it once was and having a civic number posted could mean the difference between life or death. It was questioned whether the Committee will be following up with residents who may have posted the wrong civic number on their residence; this item requires further follow-up/discussion. Staff have been working with 911NL to ensure their GPS mapping is accurate. It was noted their mapping was somewhat dated and newer mapping is pending.

Motion carried unanimously.

Letters have been drafted to businesses to encourage them to sponsor one of the anti-littering signs that have been developed with the help of local students. It's hoped the signs will help residents be a little more cognizant of littering and do their part to help clean up.

7. Correspondence

There was no Correspondence to bring forward.

8. Approvals to Purchase**Motion**

MMC 2019 04 02/028R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given for the Administration Department to expend funds for professional services of a Commissioner from Picco & White for the new Municipal Plan and Development Regulations at a cost of \$6,912.94 including HST, with the understanding this cost will come from Unallocated Funds in the 2019 Budget (Professional Services) and if eligible, will be reimbursed from Gas Tax Funds.”

Motion carried unanimously.

Motion

MMC 2019 04 02/029R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given for the Administration Department to expend funds to engage a 2018-CAT374F Excavator through Pennecon Heavy Civil Limited for excavation/trenching rock testing at the Marine Industrial Park (30 hours) at a cost of \$17,250.00 including HST, with the understanding funds will come from Unallocated Funds in the 2019 Budget and may be reimbursed from the Blasting Project if the Scope of Work is changed from Blasting to Ripping.”

Motion carried unanimously.

Motion

MMC 2019 04 02/030R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the Administration Department to expend funds for engineering fees to engage Edwards & Associates Limited to oversee the excavation/trenching for rock testing at the Marine Industrial Park at a cost of \$2,875.00 including HST, with the understanding funds will come from Unallocated Funds in the 2019 Budget and may be reimbursed from the Blasting Project if the Scope of Work is changed from Blasting to Ripping.”

Motion carried unanimously.

Motion

MMC 2019 04 02/031R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given for the Administration Department to expend funds to engage a 2018-CAT374F Excavator through Pennecon Heavy Civil Limited for excavation/trenching rock testing at the Marine Industrial Park (5 days) at a cost of \$28,750.00 including HST, with the understanding funds will come from Unallocated Funds in the 2019 Budget and may be reimbursed from the Blasting Project if the Scope of Work is changed from Blasting to Ripping.”

Motion carried unanimously.

Motion

MMC 2019 04 02/032R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given for the Administration Department to expend funds for engineering fees to engage Edwards & Associates Limited to oversee the excavation/trenching for rock testing at the Marine Industrial Park at a cost of \$2,875.00 including HST, with the understanding funds will come from Unallocated Funds in the 2019 Budget and may be reimbursed from the Blasting Project if the Scope of Work is changed from Blasting to Ripping.”

Motion carried unanimously.

Mayor Synard advised that through a brief RFP, the Town engaged the services of an excavator through Pennecon Heavy Civil Ltd. to determine if rock at the Marine Industrial Park could be excavated rather than blasted. The excavator was successful in excavating rock on the north side of the park and is now working on the west side. Mayor Synard advised that being able to excavate the rock will save money for the Town if the Scope of Work in the ACOA/TCII Project that has already been approved is changed from Blasting to Ripping.

Motion

MMC 2019 04 02/033R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the Fire Department to purchase 20 Advanced Medical First Responder Level I training kits at a cost of \$2,553.48 including HST.”

Motion carried unanimously.

9. Regulations

There were no Regulations to bring forward.

10. Other Business

Councillor Edwards commented on the damage to the asphalt at both ends of Canning Bridge and the number of complaints that have been received from residents. Canning Bridge is owned by the Department of Transportation & Works and that Department is responsible for its maintenance and upgrade. The issue is not with vehicles driving over the bridge – it’s the heavy traffic (tractor trailers, transport trucks, etc.) that is causing the issue given the weight limit for the bridge.

Of concern for Council though, is the fact that the Town does have a waterline running underneath the bridge. The vibrations from heavy traffic are not only causing damage to the bridge but to the waterline. The Town recently had to replace the line as the vibrations had caused the line to shake and develop leaks. Unless heavy traffic across the bridge is reduced or eliminated, the lifespan for that waterline will be greatly reduced.

Mayor Synard noted some drivers new to the area may cross the bridge by accident, but local residents and regular visitors to the area should know the limitations on the bridge. The issue is enforcing those limitations and ticketing those who ignore them. Council has discussed the need for more signage and it was suggested the Planning & Development Committee and Public Works Committee reach out to the Department of Transportation & Works to have another discussion on the issue. Councillor Keating noted the Public Works Committee will be meeting with officials from the Department on April 9th and can bring the issue forward.

The CAO received a call from the Department of Transportation & Works regarding the Town’s request for a speed reduction for a portion of Marine Drive. That item will be discussed with the Department as well on April 9th.

Mayor Synard noted it’s a bad time of year for pavement, not just for Marystown but for the entire province due to the constant thaw/freeze ongoing at this time. Councillor Edwards questioned whether there was any information on the longevity of Canning Bridge. Mayor Synard advised that a report was done on all bridges in the Province at some point that should provide information on Canning Bridge.

11. Notices of Motion

There were no Notice of Motions during the meeting.

12. Adjournment

Motion

MMC 2019 04 02/034R

Moved by Councillor Keating, seconded by Councillor Lewis

“BE IT RESOLVED the meeting was adjourned at 7:58 p.m.”

Motion carried unanimously.

Sam Synard
Mayor

Dennis Kelly
Chief Administrative Officer