

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON JANUARY 22, 2019**

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

Also present: Dennis Kelly, Chief Administrative Officer
Melanie Kilfoy, Director of Finance & Administration
Alje Mitchell, Director of Planning & Development Control
Rob Warr, Director of Recreation & Community Services
Petrina Power, Executive Clerk

1. Call to Order

Mayor Synard called the meeting to order at 7:10 p.m. and welcomed everyone present.

2. Adoption of Agenda

Motion

MMC 2019 01 22/001R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

3. Adoption of Minutes

Regular Council Meeting – January 8, 2019

Motion

MMC 2019 01 22/002R

Moved by Councillor Keating, seconded by Deputy Mayor Myles

“BE IT RESOLVED the minutes of the Regular Council Meeting held on January 8, 2019, be adopted.”

Motion carried unanimously.

Special Council Meeting – January 11, 2019

Motion

MMC 2019 01 22/003R

Moved by Councillor Tremblett, seconded by Councillor Lewis

“BE IT RESOLVED the minutes of the Special Council Meeting held on January 11, 2019, be adopted.”

Motion carried unanimously.

4. Business Arising from Regular/Special Meetings

There was no Business Arising from the Regular Council Meeting of January 8, 2019, or the Special Council Meeting of January 11, 2019, to bring forward.

5. Delegations

There were no scheduled delegations.

6. Committee Reports

Planning & Development Committee

Councillor Brennan reviewed the minutes of the Planning & Development Committee meeting held on January 17, 2019.

Motion

MMC 2019 01 22/004R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED that, in accordance with Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Marystown adopt the Town of Marystown Integrated Community Sustainability Municipal Plan 2017-2027.”

Motion carried unanimously.

Motion

MMC 2019 01 22/005R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED that, in accordance with Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Marystown adopt the Town of Marystown Development Regulations 2017.”

Motion carried unanimously.

Motion

MMC 2019 01 22/006R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED that, in accordance with Section 18 of the Urban and Rural Planning Act, 2000, Council set 7:00 p.m. on February 20, 2019, as the time/date for the holding of a public hearing at the Town Hall to consider objections and representations which may be made by a person or association of persons to the plan or development regulations or a part of them and that in accordance with section 19 of the Urban and Rural Planning Act, 2000, the Town Council of Marystown appoint Glen Picco of Picco & White as Commissioner for the public hearing into the Town of Marystown Integrated Community Sustainability Municipal Plan 2017-2027 and Town of Marystown Development Regulations 2017.”

Motion carried unanimously.

Residents were encouraged to attend the hearing. Many changes have been made to the Town’s Municipal Plan and Development Regulations that should allow for better, more accessible future development.

With spring a few months away, talks have picked up again on cleaning up Marystown. The Committee discussed some of last year’s projects, which included an anti-litter poster contest, a ‘Fill the Can, Man!’ campaign and incorporating anti-litter messages into the education sessions hosted by the Fire Department during Fire Prevention Week. The poster contest was aimed at students and six winners were selected to have their posters turned into road signage, which has been completed. The next step is to approach businesses about sponsoring a sign in return for promotion of their business on the sign. When discussed last year, there was positive response received from several businesses about sponsoring a sign so the Committee hopes to act on that in the very near future.

Motion

MMC 2019 01 22/007R

Moved by Councillor Brennan, seconded by Councillor Tremblett

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

- Josselin Ares, 25-49 Columbia Drive – replace existing greenhouse with a steel canopy measuring 40’ x 20’ at Canadian Tire
- Warren Power, 451 Creston Boulevard – operate a home-based car sales business (internet based).”

Motion carried unanimously.

Motion

MMC 2019 01 22/008R

Moved by Councillor Brennan, seconded by Councillor Lewis

““BE IT RESOLVED that an application received from a resident to construct a residence measuring 36’ x 28’ at 43 Markland Road be approved, subject to submission of house plans and site inspection.”

Motion carried unanimously.

Referring back to the clean-up campaign, Councillor Keating questioned whether the Committee has approached Burin Peninsula Waste Management for education funding as they do have funding available for certain projects. Councillor Brennan advised they did approach Burin Peninsula Waste Management last year and were asked to come back early this year, which they plan to do as they want to implement the ‘Fill the Can, Man!’ campaign again.

Finance Committee

In the absence of Councillor Edwards, Councillor Lewis reviewed the minutes of the Finance Committee meeting held on January 18, 2019.

Motion

MMC 2019 01 22/009R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. CAMAMEM-6788 as received from Canadian Association of Municipal Administrators dated January 5, 2019, in the amount of \$563.50 including HST for 2019-2020 Membership Fees, with funds to come from the 2019 Budget.”

Motion carried unanimously.

Motion

MMC 2019 01 22/010R

Moved by Councillor Lewis, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay No. 290257 as received from Cal LeGrow Insurance & Finance Group dated January 10, 2019, in the amount of \$1,008.00 for the renewal of Travel Accident Policy No. BW181627-61.”

Motion carried unanimously.

Motion

MMC 2019 01 22/011R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay the January Invoice for Contract No. 100793 as received from TRIO Benefits dated January 12, 2019, in the amount of \$19,127.22 for the Newfoundland and Labrador Municipal Employee Benefits Program for the Town of Marystown.”

Motion carried unanimously.

Motion

MMC 2019 01 22/012R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. 20011 as received from Municipalities Newfoundland and Labrador dated January 16/19 in the amount of \$7,095.28 for 2019 MNL Membership Fees and in the amount of \$639.55 for 2019 PMA Membership Fees for a total amount of \$7,734.83, with funds to come from the 2019 Budget.”

Motion carried unanimously.

Motion

MMC 2019 01 22/013R

Moved by Councillor Lewis, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given for the following motion made at the Regular Council Meeting of November 20, 2018, be rescinded:

Motion

MMC 2018 11 20/029R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given, subject to the approval of the Department of Municipal Affairs and Environment, to borrow from the Bank of Montreal at a fixed term rate lower than prime, the municipal share for the following projects:

- 1. Small Communities Fund Program
Project No. 17-SCF-19-00124
Marine Drive Water Lateral Replacement
Municipal Share - \$63,478.00 (Repayable over a ten (10) year period)*
- 2. Small Communities Fund Program
Project No. 17-SCF-18-00076
Forest Road Upgrading & Paving & Water Lateral Replacement
Municipal Share - \$250,665.00 (Repayable over a ten (10) year period)*

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3. *Project No. 11188 – Town Hall Upgrades
Reallocated Funding from MYCW 2011 (\$15,219.00) & MYCW 2012-2014 (\$26,892.00) & MYCW 2014-2017 (\$519,458.00) – Total Reallocated (\$561,569.00)
Municipal Share - \$112,314.00 (repayable over a twenty (20) year period)*
4. *2014 – 2017 Multi-Year Capital Works Program
Project No. 17-MYCW-18-00124
Exterior Envelope Replacement – Fire Station
Municipal Share - \$81,468.00 (Repayable over a ten (10) year period)*
5. *2017 – 2020 Multi-Year Capital Works Program
Various Projects as per attached Schedule “A”

Project No. 17-MYCW-18-00031
Wilson Street - Road Upgrading, Paving and Water Laterals
Municipal Share – \$176,733.00.00 (Repayable over a ten (10) year period)

Project No. 17-MYCW-18-00030
Ville Marie Drive – Road Upgrading, Paving and Water Laterals
Municipal Share - \$451,867.00 (Repayable over a ten (10) year period)

Project No. 17-MYCW-18-00032
Main Water Transmission Line Replacement
Municipal Share - \$304,099.00 (Repayable over fifteen (15) years)

Project No. 17-MYCW-19-00076
Tennis Courts
Municipal Share - \$94,050.00 (Repayable over a ten (10) year period)*

for a total borrowing of \$1,534,674.”

Motion carried unanimously.”

Motion carried unanimously.

Motion

MMC 2019 01 22/014R

Moved by Councillor Lewis, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to borrow funds from the Bank of Montreal in the total amount of \$1,522,130.00 relating to the municipal share of the following capital works projects:

1. *Small Communities Fund Program
Project No. 17-SCF-19-00124
Marine Drive Water Lateral Replacement
Municipal Share: \$63,478.00
Loan Amount: \$63,478.00*

- Fixed Rate Term Loan
Term: 5 Years & 10 Year Amortization
Rate: 3.61%
Monthly Payment: \$630.98
2. Small Communities Fund Program
Project No. 17-SCF-18-00076
Forest Road Upgrading & Paving & Water Lateral Replacement
Municipal Share: \$250,665.00
Loan Amount: \$250,665.00
Fixed Rate Term Loan
Term: 5 Years & 10 Year Amortization
Rate: 3.61%
Monthly Payment: \$2,491.66
3. Town Hall Upgrades
Project No. 11188
Reallocated Funding from MYCW 2011 (\$15,219.00) & MYCW 2012-2014 (\$26,892.00) & MYCW 2014-2017 (\$519,458.00) – Total Reallocated (\$561,569.00)
Municipal Share - \$112,314.00
Loan Amount: \$112,314.00
Fixed Rate Term Loan
Term: 5 Years & 20 Year Amortization
Rate: 3.65%
Monthly Payment: \$660.07
4. 2014 – 2017 Multi-Year Capital Works Program
Project No. 17-MYCW-18-00124
Exterior Envelope Replacement – Fire Station
Municipal Share - \$81,468.00
Loan Amount: \$81,468.00
Fixed Rate Term Loan
Term: 5 Years & 10 Year Amortization
Rate: 3.61%
Monthly Payment: \$809.81
5. 2017 – 2020 Multi-Year Capital Works Program
Project No. 17-MYCW-18-00031
Wilson Street - Road Upgrading, Paving and Water Laterals
Municipal Share – \$176,733.00.00
Loan Amount: \$176,733.00
Fixed Rate Term Loan
Term: 5 Years & 10 Year Amortization
Rate: 3.61%
Monthly Payment: \$1,756.76
6. Road Upgrades
Project No. 17-MYCW-18-00030

Ville Marie Drive – Road Upgrading, Paving and Water Laterals
Municipal Share - \$414,235.00
Loan Amount: \$414,235.00
Fixed Rate Term Loan
Term: 5 Years & 10 Year Amortization
Rate: 3.61%
Monthly Payment: \$4,117.58

7. Transmission Line Replacement
Project No. 17-MYCW-18-00032
Main Water Transmission Line Replacement
Municipal Share - \$304,099.00
Loan Amount: \$304,099.00
Fixed Rate Term Loan
Term: 5 Years & 15 Year Amortization
Rate: 3.64%
Monthly Payment: \$2,194.92
8. Recreation
Project No. 17-MYCW-19-00076
Tennis Courts
Municipal Share - \$119,138.00
Loan Amount: \$119,138.00
Fixed Rate Term Loan
Term: 5 Years & 10 Year Amortization
Rate: 3.61%
Monthly Payment: \$1,184.26”

Motion carried unanimously.

Motion

MMC 2019 01 22/015R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify Poll Tax Ratification Listing No. 5-1 dated January 16, 2019, in the amount of \$4,529.54 as per policy.”

Motion carried unanimously.

Motion

MMC 2019 01 22/016R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED Council approve Accounts Receivable Other Listing No. 5-2 dated January 16, 2019, in the amount of \$12.53 as per policy.”

Motion carried unanimously.

Motion

MMC 2019 01 22/017R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of January 8, 2019, in the amount of \$200,445.93 as per policy.”

Motion carried unanimously.

Motion

MMC 2019 01 22/018R

Moved by Councillor Lewis, seconded by Councillor Brennan

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-2 as of January 18, 2019, in the amount of \$156,788.28 as per policy.”

Motion carried unanimously.

The CAO advised that correspondence has been received from the City of Mount Pearl regarding a joint application that was submitted to the FCM to participate in the Municipalities for Climate Innovation Program wherein a Climate Change Specialist would be hired for a two-year period to work with ten municipalities (including Marystown) on climate change. A motion passed by Council on July 3, 2018, approved a financial commitment from the Town in the amount of \$2,000.00 only. The CAO explained that the commitment should have been per year, for a total approximate commitment of \$4,000.00 over a two-year period. The application has since been approved however, the financial commitment from each of the participating municipalities must be paid in advance before work can start. The specialist will evaluate Marystown over a period of 10 weeks and deliver such items as a GHG emissions inventory, a benchmarking exercise for energy use of Town assets, an analysis of risks and opportunities for carbon emissions reductions, energy cost savings and locally generated renewable energy among other deliverables. An invoice has been received in the actual amount of \$3,275.00 for the two-year period, which is \$725.00 less than originally estimated.

Motion

MMC 2019 01 22/019R

Moved by Councillor Lewis, seconded by Councillor Keating

“BE IT RESOLVED that further to Motion MMC 2018 07 03/016R passed at the Regular Council Meeting of July 3, 2018, wherein Council approved participating in the joint submission of an application to the FCM’s Municipalities for Climate Innovation Program (MCIP) which will allow the hiring of a Climate Change Specialist for a two (2) year period at an approximate cost of \$2,000.00, approval be given to commit an additional \$1,275.00 in funds for a total of \$3,275.00 payable in advance.”

Motion carried unanimously.

Public Works Committee

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Councillor Keating reviewed the minutes of the Public Works Committee meeting held on January 16, 2019.

Councillor Keating reported that things are running smoothly. There have been some minor leaks around town which the Department is handling. A new switch has been ordered for the lift station on Ville Marie Drive near Colonial Auto Parts, which will be installed once received.

Water consumption is up. Councillor Keating advised residents to contact the Town should they hear air in their lines.

The equipment is working well and repairs have been minor. The Town is maintaining a good supply of salt and sand.

The Committee had some discussion regarding the fire hydrants and the need to keep them clear for emergency purposes. The Marystown Volunteer Fire Department has asked residents to assist in keeping them clear and asked the Town to do the same however, it was noted that keeping hydrants clear is usually the responsibility of the Town's union workers. The CUPE 1896 President was asked to discuss this item with the Union to ensure there would be no issue in the Town encouraging residents to clear hydrants in their area; no response has been received to date.

Recreation Committee

Councillor Lewis reviewed the minutes of the Recreation Committee meeting held on January 16, 2019.

The Town's Community Enhancement project has concluded; the project employed eight residents.

Planning has started for a family day. Details will follow but the Committee is looking at having a day of sliding with music and hot chocolate and other activities.

The Town will again host the Provincial Special Olympics.

The Lions Winter Carnival will take place February 22nd to March 3rd and everyone is invited to participate.

The canteen at the Kaetlyn Osmond Arena is currently being operated by the Mother Puckers and the feedback to date has been very positive.

As stated at the last Council meeting, the Committee will host another snowman contest very soon; details are pending.

The Town has a sponsor for the Zamboni wrap at the Kaetlyn Osmond Arena and a five-year contract is pending.

It was suggested that the Committee hold some of their meetings at the YMCA to further strengthen the relationship and show support for the YMCA.

Participation in aquafit classes at the YMCA is on the rise.

The Committee is looking at setting up an annual calendar of events; this item will be discussed in further detail at a later date.

Tourism & Special Events Committee

Deputy Mayor Myles advised that the Tourism & Special Events Committee has not met since the Regular Council Meeting held on January 8, 2019. The Committee was scheduled to meet on January 15, 2019, but had to cancel the meeting due to weather.

The Lions Club has asked the Committee to again get involved in this year's Winter Carnival. The item needs to be discussed in a Committee meeting but to date, the members are interested. A tentative date for an event has been set and St. Gabriel's Hall has been booked. The Committee will work on the details for the event.

The Committee is continuing to volunteer in the Sacred Heart Academy Breakfast Program.

The Committee is looking at hosting a Valentine's Day Contest and plans are continuing on this year's Shining Seas Summer Festival.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons & Property Committee meeting held on January 17, 2019.

Motion

MMC 2019 01 22/020R

Moved by Councillor Tremblett, seconded by Councillor Lewis

"BE IT RESOLVED approval be given to approval be given to proclaim February 1-7, 2019, as Eating Disorder Awareness Week in Canada as a special time when many educational and awareness activities take place to help raise the level of understanding of Eating Disorder Prevention, Treatment and Recovery."

Motion carried unanimously.

At this point, Mayor Synard signed the proclamation proclaiming February 1-7, 2019, as Eating Disorder Awareness Week in Canada.

Councillor Tremblett reported that things are well at the Marystown Volunteer Fire Department. The membership met on January 13, 2019, and held their election of Officers, Executive, Committee Chairpersons and the Liaison. Councillor Tremblett congratulated all members elected to a position and thanked those leaving a position (but still with the Department) for having taken on the additional responsibility. In particular, Councillor Tremblett congratulated Firefighter Justin Nolan on being elected to the position of Assistant Fire Chief. Councillor Tremblett also thanked outgoing firefighter Toby Saint for his three years of service to the Department.

Councillor Tremblett advised there were no issues to report with animal control.

7. Correspondence

- Email from MHA Browne's office dated January 11/19 re: Pre-Budget Consultations taking place in Marystown at 7:00 p.m., January 15/19 at the Marystown Hotel.

Due to the bad weather on January 15, 2019, the Pre-budget Consultations were postponed to 7:00 p.m. on January 29th at the Marystown Hotel.

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8. Approvals to Purchase

During the Regular Council Meeting of January 8, 2019, it was reported that as per the Public Procurement Act, the Director of Recreation & Community Services sought three quotes to do repairs to the Kaetlyn Osmond Arena as per a list of directives from Service NL however, only two companies submitted a quote.

Motion

MMC 2019 01 22/021R

Moved by Councillor Lewis, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to the Fire Department to engage Acklands Grainger for annual SCBA service and SCBA flow testing at a cost of \$3,176.35 including HST.”

Motion carried unanimously.

Motion

MMC 2019 01 22/022R

Moved by Councillor Lewis, seconded by Councillor Keating

“BE IT RESOLVED approval be given to the Recreation Department to engage Keep Kool Refrigeration to do repairs at the Kaetlyn Osmond Arena as per a list of Service NL Directives at a cost of \$29,045.74 including HST, with the understanding that funds will come from the following sources:

Funding Sources:

Condenser Capital Project (Arena)		
Province's Share	\$ 5,277.02	
Town's Share	3,518.01	
HST Rebate	<u>1,319.26</u>	
Total Capital Funding		\$ 10,114.29
NHL Legends Hockey Account		9,867.45
Arena Repair and Maintenance Budget		2,033.58
2019 Budget (Unallocated)		<u>7,032.42</u>
Total Funding Sources		<u>\$ 29,045.74</u>

Discussion

It was noted that the Town has submitted an application to the Department of Municipal Affairs and Environment for a Special Assistance Grant for the necessary repairs to the arena. Should that application be approved, there will be no need to access the aforementioned funding sources.

Motion carried unanimously.

Motion

MMC 2019 01 22/023R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Fire Department to engage the services of Central Technical Services for the annual servicing of the pumpers and ladder apparatus at a cost of \$2,757.67 including HST.”

Motion carried unanimously.

9. Regulations

There were no Regulations to bring forward.

10. Other Business

Councillor Edwards advised that the MNL Avalon/Eastern Regional Meeting is taking place February 1-2, 2019, in St. John's. Anyone interested should follow up with the Executive Clerk.

11. Notices of Motion

There were no Notice of Motions during the meeting.

12. Adjournment**Motion**

MMC 2019 01 22/024R

Moved by Councillor Keating, seconded by Councillor Lewis

“BE IT RESOLVED the meeting was adjourned at 7:37 p.m.”

Motion carried unanimously.

Sam Synard
Mayor

Dennis Kelly
Chief Administrative Officer