

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON APRIL 7, 2020**

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

Also present: Alje Mitchell, Director of Planning & Development Control, A/CAO
Melanie Kilfoy, Director of Finance & Administration
Ben Letemplier, Director of Operations & Public Works
Robert Warr, Director of Recreation & Community Services
Petrina Power, Executive Clerk, A/Town Clerk

1. Call to Order

Mayor Synard called the meeting to order at 7:02 p.m. Councillor Synard noted tonight's meeting was being hosted via Zoom due to the COVID-19 pandemic. Mayor Synard welcomed everyone who may be watching the meeting from home.

2. Adoption of Agenda

Motion

MMC 2020 04 07/001R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

3. Adoption of Minutes

Regular Council Meeting, March 17, 2020

Motion

MMC 2020 04 07/002R

Moved by Councillor Tremblett, seconded by Lewis

“BE IT RESOLVED the minutes of the regular Council meeting held on March 17, 2020, be adopted.”

Motion carried unanimously.

Special Council Meeting, March 17, 2020

Motion

MMC 2020 04 07/003R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED the minutes of the special Council meeting held on March 17, 2020, be adopted.”

Motion carried unanimously.

Council Meeting, March 16, 2020

Motion

MMC 2020 04 07/004R

Moved by Councillor Keating, seconded by Councillor Tremblett

“BE IT RESOLVED the minutes of the Council meeting held on March 16, 2020, be tabled for information purposes.”

Motion carried unanimously.

Council Meeting, March 19, 2020

Motion

MMC 2020 04 07/005R

Moved by Lewis, seconded by Councillor Edwards

“BE IT RESOLVED the minutes of the Council meeting held on March 19, 2020, be tabled for information purposes.”

Motion carried unanimously.

Council Meeting, March 24, 2020

Motion

MMC 2020 04 07/006R

Moved by Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED the minutes of the Council meeting held on March 24, 2020, be tabled for information purposes.”

Motion carried unanimously.

Council Meeting, April 1, 2020

Motion

MMC 2020 04 07/007R

Moved by Keating, seconded by Councillor Edwards

“BE IT RESOLVED the minutes of the Council meeting held on April 1, 2020, be tabled for information purposes.”

Motion carried unanimously.

4. Business Arising from Regular and Special Council Meetings

There was no Business Arising from the regular Council meeting of March 17, 2020, or the special Council meeting of March 17, 2020, 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 held on April 2, 2020.

The Committee had some discussion on potentially developing a walking trail to the falls in the Marystown South area as it would be an ideal location for a trail and would add to the region. However, due to the COVID-19 pandemic, plans haven't formalized much. Councillor Keating advised there is already a trail in the area and suggested someone show him where it is. Councillor Brennan advised he will follow up with the Director of Recreation & Community Services tomorrow.

Councillor Brennan advised he has a picture of an old viewing shack that was located on the Tolt Road in the 1950's. The Tolt Road is one of the best scenic views in Marystown and Councillor Brennan would like the Town to replicate the viewing shack. Councillor Brennan will forward the photo for information. Councillor Edwards noted there is signage advising of high voltage in the area; Councillor Brennan advised the shack would be located away from any high voltage areas.

The Model Ship Exhibition and Gallery Interim Helm Committee met on Sunday morning via video meeting, which was well organized. The Committee identified a few things that can still be followed up on during the pandemic. Another meeting will be scheduled for this Sunday to see how the Committee is progressing.

Motion

MMC 2020 04 07/008R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to sell Lot 2A in the Marine Industrial Park, Kaetlyn Osmond Drive, to Marystown Home Heat with the understanding that the lot will be sold as per the following Terms and Conditions which must be accepted by the purchaser interested in developing the lot to supply and service the aquaculture industry, subject to the Department of Municipal Affairs and Environment:

1. 30% reduction in the market value of the lot which is included in the Market Value Appraisals for each lot.
2. 25% down payment on signing of an Offer to Purchase.
3. Remaining balance to be paid over a five-year period by way of a Purchase and Sale Agreement.
4. Purchasers will be responsible for all lot development with the exception of water and sewer installation on Lot No. 2A, which will be done by the Town.
5. Purchaser is required to submit a Development Plan and an Economic Benefits Plan. The Development Plan will outline how the property will be developed and the timelines. The Economic Benefits Plan will outline the economic benefits to the Town. Both Plans will have to be acceptable to Council before an Offer is made.
6. A development timeline of 18 to 24 months after signing will be implemented.
7. Business tax rate would be at the Other Commercial Tax Rate as outlined in the Town’s Public Tax Structure Notice, which is presently at 12.5 mils. If the Other Industrial Tax of 36.5 mils applies to the proposed development, it will be reduced to the Other Commercial Tax Rate of 12.5 mils by way of a Tax Agreement.”

Motion carried unanimously.

Motion

MMC 2020 04 07/009R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from a resident for Crown Land on the Tolt Road area for the purpose residential development be approved.”

Motion carried unanimously.

Motion

MMC 2020 04 07/010R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident for Crown Land at 41 Back Road, Jean de Baie, for the purpose of extending private land be approved, with no objections received from the Local Service District of Jean de Baie.”

Motion carried unanimously.

Motion

MMC 2020 04 07/011R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from a resident for Crown Land in Jean de Baie for the purpose of residential development be approved subject to site inspection and approval from the Local Service District of Jean de Baie.”

Motion carried unanimously.

Motion

MMC 2020 04 07/012R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from Walmart to erect signage to designate eight parking stalls for online order pickup be approved.”

Motion carried unanimously.

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on April 1, 2020.

Councillor Lewis declared a conflict of interest on the following recommendation as she is employed by Keyin College. Councillor Lewis removed herself from the video conference.

Motion

MMC 2020 04 07/013R

Moved by Councillor Edwards, seconded by Councillor

“BE IT RESOLVED approval be given to pay Invoice No. 20200310-1 as received from Keyin College dated March 10/20 in the amount of \$275.00 HST exempt for First Aid Training completed by the Marystown Fire Department.”

Motion carried without the vote of Councillor Lewis who was in a declared conflict of interest.

Councillor Lewis rejoined the video conference.

Motion

MMC 2020 04 07/014R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay Invoice No. MS-TOM-040120 received from NL Aquaculture Industry Association Inc. dated March 31, 2020 in the amount of \$575.00 including HST for the Associate Membership from April 1, 2020 to March 31, 2021.”

Motion carried unanimously.

Motion

MMC 2020 04 07/015R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED Council pay the January Monthly Claim as received from the YMCA of Newfoundland and Labrador dated January 31/20 in the amount of \$34,760.76.”

Motion carried unanimously.

Motion

MMC 2020 04 07/016R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council pay the February Monthly Claim received from the YMCA of Newfoundland and Labrador dated February 29/20 in the amount of \$32,724.69 and non-operations expenses in the amount of \$9,052.93 for a total of \$41,777.62.”

Discussion

Councillor Keating questioned the high cost of the non-operational expenses, which were for repairs to the air handling unit. Councillor Keating noted there should be no reason why the Town’s outside workers couldn’t address the majority of issues that arise at the Recreation Complex/YMCA. Councillor Edwards noted staff there were asked to notify the Town when there are issues given that it is the Town’s building and ultimately the Town’s cost. Councillor Lewis recommended a letter be forwarded to the YMCA advising that any issues with the Recreation Complex need to be brought to the Town’s attention first and not doing so will result in the YMCA being responsible for repair costs.

Motion carried unanimously.

Motion

MMC 2020 04 07/017R

Moved by Councillor Edwards, seconded by Keating

“BE IT RESOLVED Council ratify Tax Adjustment Listing No. 5-1 dated March 20, 2020, in the amount of \$1,616.35 as per policy.”

Motion carried unanimously.

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Motion

MMC 2020 04 07/018R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to extend the deadline for the payment of all taxes for the 2020 Municipal Taxation year by two months from March 31, 2020, to May 29, 2020.”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on March 31, 2020.

The Public Works Department followed up on a leak by the YMCA. Councillor Keating advised a heat trace will be done before the next winter to ensure no further damage to the entrance of the building.

There is an issue with residents flushing disinfecting wipes and other cleaning products which is causing issues for the Town’s lift stations and sewer infrastructure. Follow-up will be made to advise residents again, via the Town’s social media accounts, not to flush wipes and other cleaning products.

The Public Works Department is continuing to work in two shifts and are busy doing asphalt repairs.

The McGettigan Boulevard Water and Sewer Laterals, Sidewalks and Traffic Flow Improvements Project has been advertised and the tender will close on April 17th. The traffic study that was done at the intersection of McGettigan Boulevard/Ville Marie Drive/Harris Drive resulted in no need for traffic lights at the intersection. This item will require further follow-up on how to manage traffic flow, possibly through the implementation of a four-way stop.

There was no other update on capital works projects.

Snow clearing is almost finished for the season. The roads still require some salting and sanding early in the mornings. The Town still has a good supply of salt and sand.

The Water Treatment Plant is operating well with two workers working alternate shifts.

There was no update on waste management; all previous updates can be found on the waste management website.

Recreation Committee

The Recreation Committee hasn’t been meeting on a regular basis due to COVID-19 but has been communicating with the public through its Facebook Page. Councillor Lewis has also been keeping in touch with the Director of Recreation & Community Services and brought forward a few items for information purposes.

Volunteer Appreciation Week is April 19-25 however, due to the pandemic, the Town’s Volunteer Appreciation Night event is postponed.

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Roots of Hope, through Eastern Health, is offering free mental health counselling on the Burin Peninsula for anyone who may be experiencing issues in isolating during the pandemic. This counselling is being offered via a video or telephone session.

The Town has received a Healthy Living Grant in the amount of \$10,000.00 which will be used to purchase and install a mini split for the Kaetlyn Osmond Arena.

The Town received over thirty entries in response to its Snowman/Snow Sculpture Contest. Councillor Lewis thanked LeeAnne Augot, Administrative Assistant, for her help in posting all entries to Facebook. Councillor Lewis congratulated the three chosen winners and advised they will be presented with their prize once the COVID-19 pandemic is over.

Residents have responded immensely to the call to decorate their windows with various themes as a way to uplift everyone's spirits during the COVID-19 pandemic. Councillor Lewis thanked everyone for their participation.

The NL Kitchen Party on da Rock – COVID-19 Facebook Page has gotten a lot of positive response and is really helping to lift people's spirits. People from all over Newfoundland and beyond are tuning in to listen to everyone showcase their musical and singing talents. Approximately 11,000 members have joined the group.

This Sunday is Easter Sunday and the Recreation Committee is asking residents to join in on an Easter Hop at 7:00 p.m. Residents will play the same song (Can't Stop the Feeling – Justin Timberlake) and dance on their doorsteps – all while social distancing.

Councillor Lewis thanked everyone for their support during the pandemic.

Tourism & Special Events Committee

The Tourism/Special Events Committee hasn't been meeting on a regular basis due to COVID-19.

As Deputy Mayor Myles wasn't in attendance, Councillor Keating advised residents that due to the pandemic, plans for this summer's Shining Seas Summer Festival have been put on hold due to the pandemic.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons and Property Committee meeting held on April 2, 2020.

Motion

MMC 2020 04 07/019R

Moved by Councillor Tremblett, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to declare April 2020 as Child Abuse Prevention Month.”

Motion carried unanimously.

Motion

MMC 2020 04 07/020R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED approval be given to provide a small token of appreciation in the amount of \$25.00 each to children whose posters were used as Anti-Litter Signage through the Anti-Litter Campaign.”

Motion carried unanimously.

Motion

MMC 2020 04 07/021R

Moved by Councillor Tremblett, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to erect signage (x 4) in the vicinity of the traffic lights at McGettigan Boulevard/Columbia Drive/Penney Street to advise the public to stay home and stay safe at a maximum cost of \$900.00.”

Discussion

Mayor Synard advised that the signs look great, noting he has received calls from other municipalities that want to do the same thing. Councillor Brennan noted he is amazed at the amount of traffic still on the roads, noting he counted 160 vehicles in ten minutes while he was out preparing the site for the signage. Councillor Tremblett agreed, noting the store parking lots are still very full. Mayor Synard noted this was why the Town had the signs made and hopes everyone abides by the message. There is currently one case on the Burin Peninsula and now, more than ever, people need to stay home to stop the spread.

Motion carried unanimously.

Councillor Tremblett advised she has spoken with Fire Chief Coady and there have been a few calls that they’ve had to respond to. The Department has a supply of PPE for their own protection.

There are no issues with animal control.

Mayor Synard advised the Town has secured some PPE from Kiewit Offshore Services. Some of that PPE has been donated to Eastern Health and some will go to the Marystown Volunteer Fire Department. Follow-up needs to be made to secure PPE for other groups as it’s uncertain how long the pandemic will last. Mayor Synard thanked KOS for their very generous donation.

7. Correspondence

There was no Correspondence to bring forward.

8. Approvals to Purchase

Motion

MMC 2020 04 07/022R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Fire Department to purchase four tunic uniforms (Terry Mallay, Chris Emmink, Shawn Allen and Mike Nordby) from Chandler Sales at a cost of \$1,840.00 including HST.”

Motion carried unanimously.

9. Regulations

There were no Regulations to bring forward.

10. Other Business

There was no Other Business to bring forward.

11. Notices of Motion

There were no Notices of Motion to bring forward.

12. Adjournment

Before adjourning, Mayor Synard reminded everyone to stay home and stay safe.

Motion

MMC 2020 04 07/023R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED the meeting was adjourned at 7:36 p.m.”

Motion carried unanimously.

Sam Synard
Mayor

Petrina Power
A/Town Clerk