

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON DECEMBER 15, 2020**

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: Alje Mitchell, Chief Administrative Officer
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 7:03 p.m. and welcomed everyone present.

2. Adoption of Agenda

Motion

MMC 2020 12 15/001R

Moved by Councillor Tremblett, seconded by Councillor Lewis

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

3. Adoption of Minutes

Regular Council Meeting, December 1, 2020

Motion

MMC 2020 12 15/002R

Moved by Deputy Mayor Myles, seconded by Councillor Tremblett

“BE IT RESOLVED the minutes of the regular Council meeting held on December 1, 2020, be adopted.”

Motion carried unanimously.

Special Council Meeting, December 1, 2020

Motion

MMC 2020 12 15/003R

Moved by Councillor Brennan, seconded by Deputy Mayor Myles

“BE IT RESOLVED the minutes of the special Council meeting held on December 1, 2020, be adopted.”

Motion carried unanimously.

Council Meeting with ACOA, December 7, 2020

Motion

MMC 2020 12 15/004R

Moved by Councillor Tremblett, seconded by Councillor Lewis

“BE IT RESOLVED the minutes of the Council meeting with the Atlantic Canada Opportunities Agency held on December 7, 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 or special Council meetings to bring forward.

5. Delegations

Mayor Synard recognized Mr. Blake Colbran and Ms. Karen Sharpe who are this year’s recipients of the Town’s scholarships.

Blake was awarded the Mary Hodder Scholarship, valued at \$500.00, based on a combination of community involvement and academic achievement. Mayor Synard invited Blake to introduce himself and speak a bit on his studies.

Blake, who is an avid volunteer, advised he is completing a Bachelor of Science degree at Memorial University. Blake recently joined the Marystown Volunteer Fire Department and was a member of the Junior Firefighters prior to that. Blake thanked Council for selecting him as this year’s Mary Hodder Scholarship recipient.

Karen was awarded the Dr. Chester Harris Memorial Scholarship, valued at \$500.00, based on academic achievement. Karen was also given a separate award, valued at \$500.00, in recognition of having the highest overall graduating average in the province. Karen was also invited to introduce herself and speak a bit on her studies.

Karen is currently attending Memorial University with plans to complete a Bachelor of Science (major in Chemistry, minor in Math) and potentially advance into the medical field. Karen thanked Council for being selected as this year’s Dr. Chester Harris Memorial Scholarship and for the addition recognition for the highest overall average in the province.

Mayor Synard noted it was great to see young students staying within the province to further their education and potentially starting their careers at home rather than away. On that note, Councillor Keating referenced some statistics from The Way Forward, the Province's strategic plan, that indicate the number of students in school as decreased and health care costs have increased due to an aging population, making it more important than ever to retain young students/professionals.

6. Committee Reports

Planning & Development Committee

Councillor Brennan reviewed the minutes of the Planning & Development Committee held on December 10, 2020.

Councillor Brennan advised a letter was written to the City of St. John's regarding the Railway Coastal Museum. Council has submitted a request for model ships and marine-related items to be donated for display at the Model Ship Gallery and Exhibition; a response is still pending.

The Committee has also reached out to other organizations where there may be models of ships that were constructed in Marystown and is hoping for positive feedback with regards to acquiring those models.

The Committee also had some discussion regarding the Town's proposal to ACOA for a wharf and laydown area for the Marine Industrial Park. A new modified proposal is pending submission.

Motion

MMC 2020 12 15/005R

Moved by Councillor Brennan, seconded by Deputy Mayor Myles

"BE IT RESOLVED approval be given to submit a modified proposal to the Atlantic Canada Opportunities Agency for funding for a wharf and slipway in the Marine Industrial Park."

Motion carried unanimously.

Motion

MMC 2020 12 15/006R

Moved by Councillor Brennan, seconded by Councillor Edwards

"BE IT RESOLVED that an application received from Fougere Menchenton Architecture to do renovations to a warehouse/retail space at 1-7 Mall Street be approved subject to Government Services and site inspection."

Motion carried unanimously

Motion

MMC 2020 12 15/007R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from Paul Slaney to operate Chudworth Technology Solutions at the Peninsula Mall/25-57 Columbia Drive be approved, subject to Government Services and site inspection.”

Motion carried unanimously.

Finance Committee

Prior to bringing forward his report, Councillor Edwards advised that it was his pleasure to table the 2021 Budget. Councillor Edwards took a moment to thank everyone for their work on the budget and for controlling spending during 2020. Councillor Edwards thanked Mayor Synard for his leadership and the Director of Finance & Administration for the work she did on the budget.

Councillor Edwards noted the following budget highlights:

- There are no increases in taxes or fees for residents or businesses in 2021. 2020 has been a challenging year financially due to the COVID-19 pandemic. Overall property assessments are down by an average of 7% resulting in a tightening of all departmental budgets to prevent an increase in mil rates or fees
- The budget is balanced budget for the 2021 Taxation Year with Revenues of \$8,013,749.53 and Expenditures of \$8,013,749.53. Overall revenues and expenditures decreased by \$83,074.00 (1%) compared to the 2020 budget. Due to reallocations within departments, some departments will show an increase in their budgets while others will show a decrease.
- The mil rate for residential properties will remain at 7.0 mils and the mil rate for commercial properties will remain at 8.0 mils, with a \$350.00 minimum tax for both.
- Water and sewer tax rates will remain the same, as will poll tax and fees for permits, licenses and development.
- The Town will continue to provide the 10-month interest-free equal payment plan for residents without arrears. The deadline to sign up will be mid-February. Additional information on this preauthorized debit plan will be posted on the Town's social media sites and at the bottom of the 2021 invoices in late January/early February.
- The interest rate for overdue accounts will remain the same at 12% annually, compounded monthly.
- The Town will continue to accept all major credit cards and email money transfers (EMT's).
- The Town will continue with the \$100.00 senior's reduction.

Mayor Synard advised he has sat through thirty-one budgets and noted the 2021 budget is a healthy budget. The Town will end 2020 with a surplus and will begin 2021 with no increase in taxes or fees. Mayor Synard noted that for many, taxes will decrease due to lower assessments and while

some municipalities may increase the mil rate to make up for any loss in revenue, the Town's mil rate and fees will remain the same.

Deputy Mayor Myles noted this is Council's final budget before the 2021-2025 Municipal Election and Council should feel proud that during four budget processes, there were no increase in taxes or fees, no reduction in services and the seniors discount was reintroduced. The Town is also down two staff positions but not through lay-offs. Mayor Synard concurred, noting Council has actually increased services with the construction of a new splash pad.

Councillor Keating, who has sat through thirty-five budgets, advised that over that time, the Town's annual budget has grown from \$3 million to \$8 million, which shows the Town is healthy and growing.

At this point, Council Edwards tabled the budget.

Motion

MMC 2020 12 15/008R

Moved by Councillor Edwards, seconded by Councillor Keating

"BE IT RESOLVED that in accordance with Section 77, 78 and 79 of the *Municipalities Act, 1999*, Council adopt the Budget for the Year 2021 showing Revenue of \$8,013,749.53 and Expenditures of \$8,013,749.53."

Motion carried unanimously.

Motion

MMC 2020 12 15/009R

Moved by Councillor Edwards, seconded by Councillor Keating

"BE IT RESOLVED that in accordance with Section 101 of the *Municipalities Act, 1999*, Council adopt the 2021 Tax Structure."

Motion carried unanimously.

Motion

MMC 2020 12 15/010R

Moved by Councillor Edwards, seconded by Councillor Tremblett

"BE IT RESOLVED that in accordance with Section 101 of the *Municipalities Act, 1999*, Council set the due date for payment of 2021 taxes at March 31, 2021."

Motion carried unanimously.

Motion

MMC 2020 12 15/011R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED that in accordance with Section 106 of the *Municipalities Act, 1999*, Council set the interest rate for overdue taxes at 12% annually, compounded monthly.”

Motion carried unanimously.

Motion

MMC 2020 12 15/012R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED that in accordance with Section 109 of the *Municipalities Act, 1999*, the 2021 Tax Structure be published in The Telegram and by Public Notice in the Town.”

Motion carried unanimously.

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on December 9, 2020.

Motion

MMC 2020 12 15/013R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to pay Invoice No. 2021PLC2 as received from the Heritage Run Tourism Association Inc. dated November 24/20 in the amount of \$2,126.40 for the 2021 Tourism per Capita Levy at a population of 5,316 at \$0.40 per capita.”

Motion carried unanimously.

Motion

MMC 2020 12 15/014R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve the October Monthly Claim as received from the YMCA of Newfoundland and Labrador dated October 31/20 in the amount of \$36,230.65.”

Motion carried unanimously.

Motion

MMC 2020 12 15/015R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to pay an invoice for Account No. 0013755582 as received from NL Power dated November 23/20 in the amount of \$227.30 for the Heritage Run Tourism Association building (Information Centre) as the Town was working on the facility.”

Motion carried unanimously.

Motion

MMC 2020 12 15/016R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED Council ratify Change Order No. 1 as received from Metalfab Limited for a credit in the amount of \$1,517.82 including HST for various changes, additions and deletions (27) for the fire truck as per job/order No. 21182 on file.”

Motion carried unanimously.

Motion

MMC 2020 12 15/017R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council ratify Change Order No. 2 received as from Metalfab Limited in the additional amount of \$356.50 including HST for the addition of two (2) Kussmaul USB dual port charging stations.”

Motion carried unanimously.

Motion

MMC 2020 12 15/018R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to accept funding in the form of a Special Assistance Grant from the Department of Environment, Climate Change and Municipalities for Project No. 17-SAG-21-055 for the purchase of a 2.0 horse power portable fire pump in the amount of \$9,242.90, which amounts to \$8,381.78 after the GST rebate of \$861.12, with the understanding that the funding is approved on a 70-30 Provincial-Municipal cost-shared basis and the Town will be responsible for \$2,514.53, with the Town’s portion to be funded through a donation to be received by the Marystown Volunteer Fire Department.”

Motion carried unanimously.

Motion

MMC 2020 12 15/019R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of December 9, 2020, in the amount of \$476,054.56 as per policy.”

Motion carried unanimously.

Motion

MMC 2020 12 15/020R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to award the Dr. Chester Harris Memorial Scholarship in the amount of \$500.00 to Karen Sharpe based on academic achievement.”

Motion carried unanimously.

Motion

MMC 2020 12 15/021R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to award the Mary Hodder Scholarship in the amount of \$500.00 to Blake Colbran based on a combination of community involvement and academic achievement.”

Motion carried unanimously.

Motion

MMC 2020 12 15/022R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to purchase seven (7) additional Turkey Gift Cards for staff at a cost of \$30.00 each for a total cost of \$210.00.”

Motion carried unanimously.

Motion

MMC 2020 12 15/023R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to sign the following documents as received from WaterWerks Agency as they relate to the Town’s new website:

- Website Services Agreement
- Monthly IT Support Budget.”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on December 8, 2020.

Regular operations and minor repairs are ongoing around town as the Department prepares for the upcoming winter season. A heat traces has been installed at the YMCA to resolve a water issue at the main entrance.

Capital Works projects are over with for the winter; Council is waiting on a response to several applications in the system for new funding.

The Water Treatment Plant is operating well and repairs are underway to the MIOX system.

The Public Works Department has implemented the winter shift system and a notice has been posted to the Town's social media sites regarding side street parking and depositing snow into streets.

Councillor Edwards declared a conflict of interest for the next recommendation as he has an interest in the vendor in question. Councillor Edwards removed himself from the Council Chambers.

Motion

MMC 2020 12 15/024R

Moved by Councillor Keating, seconded by Councillor Brennan

“BE IT RESOLVED approval be given for the Public Works Department to purchase one garage door and twelve windows for the Town Depot from Aylward's Home Hardware at a cost of \$8,035.76 including HST.”

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

Councillor Edwards returned to the Council Chambers.

Motion

MMC 2020 12 15/025R

Moved by Councillor Keating, seconded by Councillor Edwards

“BE IT RESOLVED approval be given for the Public Works Department to engage Wally Drake's Trucking to pump out the blivets on Bayview Street (\$3,464.95) and at Gaze Cove (5,459.28) at a cost of \$8,924.23 including HST.”

Motion carried unanimously.

Motion

MMC 2020 12 15/026R

Moved by Councillor Keating, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to borrow funds from BMO Bank of Montreal in the amount of \$169,968.18 including HST, subject to the Department of Environment, Climate Change and Municipalities, for the municipal share of the following:

- Purchase of 4x4 Backhoe Loader
Municipal Share - \$169,968.18
Loan Amount – 169,968.18
Fixed Rate Term Loan
Term: 5 Years
Amortization: 10 Years.”

Motion carried unanimously.

Recreation Committee

Councillor Lewis advised the Recreation Committee hasn't met since the last regular Council meeting held on December 1, 2020. Councillor Lewis brought forward the following report:

The Community Employment Enhancement Project is still running with approximately four weeks remaining. Huge progress has been made on the Farmers Market / Information Centre. The building now has a fresh look and will be ready to resume operation in the upcoming summer season, hopefully on a full capacity level.

Councillor Lewis thanked the provincial government and Minister Derek Bennett with the Department of Environment, Climate Change and Municipalities for relief funding in the form of a \$10,000.00 grant in lieu of loss revenue at the arena due to COVID-19 restrictions. The Director of Recreation & Community Services has applied for additional funding through different programs associated with COVID-19 relief.

More work is scheduled to be completed on the new building that was constructed last year under a CEEP program. The Recreation Department will use the last remaining weeks of this year's project to insulate and sheet the inside of the building so that the building itself can be utilized effectively all year round.

Councillor Lewis reminded members to take advantage of the YMCA, especially now during the winter months. There are special packages available to be purchases with a hoodie as well as membership deals.

The first phase of construction on the new splash pad is complete for this year until good weather returns. Councillor Lewis thanked Mike Mallay of Mallay's Industrial Services and Mark Coady of Getting' Er Done for their work on the project. Thanks also went out to the Public Works employees who saved the Town thousands of dollars.

Recreation NL will celebrate its 50th anniversary in 2021, which promises to be an exciting year for recreation in our province; there will be more announcements early in the New Year.

The Christmas holiday season can be a very emotional yet happy and bittersweet time for people and families. Councillor Lewis advised residents to be safe and stay well during the pandemic and to reach out to the crisis line if needed.

Motion

MMC 2020 12 15/027R

Moved by Councillor Lewis, seconded by Councillor Keating

“BE IT RESOLVED approval be given to rescind the following motion made at the special Council meeting of June 8, 2020:

Motion

MMC 2020 06 08/004S

Moved by Councillor Lewis, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to write a letter to the YMCA invoking Council’s right to terminate, without cause, the Operating Agreement between the Town and the YMCA as per Section 11 Termination, Subsection B.”

Motion carried unanimously.

Motion carried unanimously.

Mayor Synard advised that Council is in ongoing discussions to make operations more efficient at the YMCA.

Tourism & Special Events Committee

Deputy Mayor Myles advised the Tourism & Special Events Committee has not met since the regular Council meeting held on December 1, 2020.

The Committee still hasn’t been able to host any major events due to the COVID-19 pandemic and any events that had been scheduled for this year were ultimately cancelled. The Committee did host a virtual Canada Day and Christmas Tree Lighting as well as a Bubble Bingo. Deputy Mayor Myles thanked Ms. Annie Brennan for lighting this year’s Christmas Tree and Pastor Jamie Warren for the blessing, along with those Councillors and staff who attended the lighting. With the COVID-19 vaccine starting to roll out, Deputy Mayor Myles is hopeful that some events can be scheduled in 2021.

Council had a discussion prior to the meeting and everyone agreed it would be a great idea if, after the pandemic, the Town could host a huge celebration in 2022. In that regard, Deputy Mayor Myles announced that plans will start for Come Home Year 2022 with the dates to be determined subject to the status of the pandemic.

As the annual Santa Claus Parade was cancelled this year, Deputy Mayor Myles announced that the Town’s annual donation of \$500.00 will now be used for a Christmas Lights contest. Those funds will be broken down into three prizes of \$250.00, \$150.00 and \$100.00 and will be awarded to the three best decorated houses (no businesses). There will be no need to register – a panel of judges will be put together to drive around town on Boxing Day to choose the winners.

Motion

MMC 2020 12 15/0

Moved by Deputy Mayor Myles, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to host a Christmas Lights contest with three prizes in the amount of \$250.00, \$150.00 and \$100.00, with funds to come from the \$500.00 previously budgeted for the annual Christmas Parade.”

Motion carried unanimously.

Deputy Mayor Myles wished everyone a Merry Christmas and a Happy New Year.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons and Property Committee meeting held on December 10, 2020.

The Marystown Volunteer Fire Department received their new Rescue 6 Vehicle; the keys were officially handed to Fire Chief Bolt on December 4th. Councillor Tremblett thanked former Fire Chief Coady for his involvement in acquiring the new vehicle. On December 9th, the old Rescue 6 was donated to the Burin Peninsula Ground Search and Rescue.

Councillor Tremblett congratulated Fire Chief Bolt and his wife on the birth of their daughter and wished them a very Merry Christmas.

Councillor Tremblett advised that a couple of issues have been addressed. Some of the ducks in the Greenwood Street area have been relocated and with regards to the issue of aggressive dogs on Dober's Road, a couple of residents have come forward to make statements and it's hoped that issue will be resolved soon.

Councillor Tremblett wished everyone a Merry Christmas and a Happy New Year.

7. Correspondence

There was no Correspondence to bring forward.

8. Approvals to Purchase**Motion**

MMC 2020 12 15/0

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to the Administration Department to recognize employee milestones as per the Town's Employee Recognition Policy at a cost of \$650.0 (exclusive of HST).”

Motion carried unanimously.

Motion

MMC 2020 12 15/0

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to the Fire Department for the following purchases:

- Robotronics – Public Education Materials - \$2,509.00 USD
- Acklands-Grainger – Breathing Air Systems Testing and Service - \$3,896.87 including HST.”

Motion carried unanimously.

Motion

MMC 2020 12 15/0

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Planning & Development Department to engage Edwards & Associates Ltd. to prepare the 2020-2021 Municipal Works applications for Ville Marie Drive, Creston Boulevard, Levi’s Road, Tolt Road, Sea Bonnie Place, Hodder’s Road and Pidgeon’s Road at a cost of \$5,071.50 including HST.”

Motion carried unanimously.

9. Regulations

There were no regulations to bring forward.

10. Other Business

Mayor Synard took a moment to congratulate Fire Chief Bolt and his wife on their new baby.

Mayor Synard advised that when working on their budgets, municipalities are encouraged to keep their debt ratio below 20%; the Town’s is at 13% and is one of the lower debt ratios in the province.

Mayor Synard wished everyone a Merry Christmas and a Happy New Year, noting this year will be different from others. Despite the pandemic, Newfoundland has fared better than other provinces. With this being the last regular Council meeting of the year, Mayor Synard thanked all Council and staff for their work over the year.

Councillor Lewis wished everyone a Merry Christmas and a Happy New Year, to stay safe and take care of themselves.

Councillor Keating also wished everyone a Merry Christmas and a Happy New Year, stating it’s been a pleasure to work with everyone over the past year. It’s been a hard year with the pandemic and he recommended residents appreciate family around the tree rather than what’s under the tree.

Deputy Mayor Myles stated it’s been a pleasure working with Council and staff on behalf of the residents and wished everyone a Merry Christmas and a Happy New Year. As the pandemic is still ongoing, he recommended everyone use common sense during the holidays.

Councillor Edwards thanked everyone for their assistance over the year and although the pandemic created some issues for the majority of the year, things are beginning to turn around. Councillor Edwards wished everyone a Merry Christmas and a Happy New Year, noting he looks forward to Come Home Year 2022.

Councillor Tremblett also wished everyone a Merry Christmas and a Happy New Year. Councillor Tremblett thanked the staff for their assistance over the year, noting their knowledge makes Council's job easier, and thanked Council for being a great Council to work with.

To the residents, Councillor Brennan advised everyone to stay safe and within their bubble during the holidays and wished everyone a Merry Christmas and a Happy New Year. To Council, he thanked everyone for being a pleasure to work with and being open-minded to great ideas. Councillor Brennan also thanked the staff for working with Council to ensure ideas and decisions are carried out. Despite the pandemic, it's been a good year and Councillor Brennan looks forward to seeing some activity at the former shipyard in the near future. Councillor Brennan wished everyone a Merry Christmas and a Happy New Year.

Again, Mayor Synard wished everyone a Merry Christmas and a Happy New Year and advised everyone to stay safe.

11. Notices of Motion

There were no notices of motion to bring forward.

12. Adjournment

Motion

MMC 2020 12 15/0

Moved by Councillor Keating, seconded by Councillor Brennan

“BE IT RESOLVED the meeting was adjourned at 8:05 p.m.”

Motion carried unanimously.

Sam Synard
Mayor

Petrina Power
A/Town Clerk