

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON MARCH 17, 2020**

Present were: Mayor Sam Synard
Deputy Mayor Gary Myles
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 7:04 p.m. and welcomed everyone present.

2. Adoption of Agenda

Motion

MMC 2020 03 17/001R

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, March 3, 2020

Motion

MMC 2020 03 17/002R

Moved by Councillor Keating, seconded by Deputy Mayor Myles

“BE IT RESOLVED the minutes of the regular Council meeting held on March 3, 2020, be adopted.”

Motion carried unanimously.

Council Meeting with Marystown Heritage Museum, March 3, 2020

Motion

MMC 2020 03 17/003R

Moved by Deputy Mayor Myles, seconded by Councillor Lewis

“BE IT RESOLVED the minutes of the Council meeting with the Marystown Heritage Museum held on March 3, 2020, be tabled for information purposes.”

Motion carried unanimously.

Special Council Meeting, March 16, 2020

Motion

MMC 2020 03 17/004R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED the minutes of the special Council meeting held on March 16, 2020, be adopted.”

Motion carried unanimously.

4. Business Arising from Regular and Special Council Meetings

There was no Business Arising from the regular Council meeting of March 3, 2020, or the special Council meeting of March 16, 2020, to bring forward.

5. Delegations

There was a scheduled Delegation but due to Council’s decision to close the Town Hall to the public, delegations at Council meetings have been cancelled until further notice.

6. Committee Reports

Planning & Development Committee

In the absence of Councillor Brennan, Councillor Tremblett reviewed the minutes of the Planning & Development Committee held on March 12, 2020.

Motion

MMC 2020 03 17/005R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED that an application received from a resident to amend the use of a parcel of Crown Land at Horn Hill from commercial resources to remove recreational cottage be approved.”

Motion carried unanimously.

Motion

MMC 2020 03 17/006R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident for Crown Land at Garnish Pond for the purpose of a parking area be approved.”

Motion carried unanimously.

Motion

MMC 2020 03 17/007R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED that an application received from a resident for a Crown Land grant at Garnish Pond pursuant to a lease be approved.”

Motion carried unanimously.

Motion

MMC 2020 03 17/008R

Moved by Councillor Tremblett, seconded by Councillor Lewis

“BE IT RESOLVED that an application received from COBRO Investments Inc. for a change in ownership of the Canadian Tire Store at 25-57 Columbia Drive be approved.”

Motion carried unanimously.

Motion

MMC 2020 03 17/009R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED that an application received from Pride Signs to replace the existing pre-sell boards and menu boards at the McDonald’s Restaurant at 81-85 McGettigan Boulevard with new digital signs be approved.”

Motion carried unanimously.

Motion

MMC 2020 03 17/010R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from CURBEX Media to install temporary signage from March 9th to April 7th at Kentucky Fried Chicken at 64-72 McGettigan Boulevard be approved.”

Motion carried unanimously.

Motion

MMC 2020 03 17/011R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident to construct an accessory building measuring 8’ x 8’ at 28 Main Street, Little Bay, be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2020 03 17/012R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident to construct a duplex at 424 Creston Boulevard be approved, subject to site inspection.”

Motion carried unanimously.

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on March 11, 2020.

Motion

MMC 2020 03 17/013R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay an invoice for Job No. 5599 as received from Garry Temple Surveys Limited dated March 2/20 in the amount of \$2,599.00 including HST for the surveying of Lots 2A and 4 at the Marine Industrial Park.”

Motion carried unanimously.

Motion

MMC 2020 03 17/014R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. 299109 as received from Cal LeGrow dated February 27/20 in the amount of \$997.00 to add the Recreation Department’s new 2020 Ford F150 to Policy No. 0902266.”

Motion carried unanimously.

Motion

MMC 2020 03 17/015R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay Order No. 331466 dated March 2, 2020, as received from Chartered Professional Accountants NL in the amount of \$1,247.75 including HST for Provincial Membership Dues and National Member Dues for the Director of Finance & Administration as per an agreement between the Town of Marystown and the Director of Finance & Administration.”

Motion carried unanimously.

Motion

MMC 2020 03 17/016R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to accept the Annual Expenditure Report for the 2019 Gas Tax Audit for the year ended December 31, 2019; and

BE IT FURTHER RESOLVED approval be given for Mayor Synard to sign the Annual Expenditure Report for the 2019 Gas Tax Audit for the year ended December 31, 2019.”

Motion carried unanimously.

Motion

MMC 2020 03 17/017R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given for the Acting Chief Administrative Officer and the Director of Finance & Administration to attend the Leadership Conference taking place in St. John’s April 6-7, 2020.”

Motion carried unanimously.

Motion

MMC 2020 03 17/018R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council ratify Tax Adjustment Listing No. 5-1 dated March 3, 2020, in the amount of \$97.94 as per policy.”

Motion carried unanimously.

Motion

MMC 2020 03 17/019R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify Tax Error Corrections Ratification Listing No. 5-2 dated March 4, 2020, in the amount of \$1,207.85 as per policy.”

Motion carried unanimously.

Motion

MMC 2020 03 17/020R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of March 31, 2020, in the amount of \$223,815.17 as per policy.”

Motion carried unanimously.

Motion

MMC 2020 03 17/021R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify payment of Contract Payment No. 1 to Live Wire Electric and Construction Ltd. for the Town of Marystown Fire Hall Exterior Upgrades and Restoration Project, Project No. 17-MYCW-18-00124, in the amount of \$92,710.13 including HST to be paid from the Town’s General Account with the understanding that once the 80% payment is received from the Department of Municipal Affairs and Environment, the Town’s General Account will be reimbursed.”

Motion carried unanimously.

Motion

MMC 2020 03 17/022R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to advertise a Request for Proposals for the Town of Marystown Cleaning (Janitorial) Services Contract for the Town Hall (two-year contract).”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on March 10, 2020.

The Public Works Department has been busy with pothole repairs, pushing back snow and dealing with minor issues brought to the Department’s attention by residents.

The Water Treatment Plant is operating well. The VFD (Variable Frequency Drive) that was ordered for the plant has arrived and will be installed very soon. Equipment is working well with minor repairs ongoing.

Snow clearing is ongoing. Although a large quantity of salt and sand has been used, the Department is still maintaining a good supply.

A Waste Management meeting is scheduled for tomorrow. If the meeting proceeds as scheduled, Councillor Keating will bring forward an update at the next regular Council meeting.

The Department will soon follow up on the water meter that is to be installed for the former Marystown Shipyard, which was purchased by Marbase Marystown Inc.

Regarding laterals to be installed to vacant lots off McGettigan Boulevard as part of the McGettigan Boulevard Water and Sewer Laterals, Sidewalks and Traffic Flow Improvements Project, Councillor Keating advised that there have been requests to purchase those lots. Councillor Keating advised that the majority of those lots are private and that if the Town were to sell lots, they would be sold through a Request for Proposals as per the Municipalities Act. Councillor Keating recommended anyone with questions call the A/CAO for more information.

Councillor Keating advised that a petition for traffic lights at the McGettigan Boulevard/Harris Drive/Ville Marie Drive intersection is circulating; Councillor Keating asked that the A/CAO follow up. Councillor Keating advised that a traffic study of the area was carried out by the Department of Transportation & works a few years back and the results didn't warrant the installation of traffic lights however, Council will be following up on a solution for the area.

Recreation Committee

Councillor Lewis reviewed the minutes of the Recreation Committee discussion held on March 11, 2020.

Due to COVID-19, the Kaetlyn Osmond Arena and Summer Games Building are closed to the public. As well, the YMCA is also closed to the public.

Family Fun Day on the Town grounds has been cancelled.

Recreation Committee meetings will be postponed; Councillor Lewis and the Director of Recreation & Community Services Rob will communicate with the Committee through email.

The Snowman/Snow Sculpture Contest has been a huge success. Residents still have until March 27th to submit their entries. There are now thirty-one entries to date. The decision was made to select 1st, 2nd and 3rd place winners to be fair to all the many great entries received.

With the COVID-19 pandemic restricting hours or closing businesses/organizations/school, Councillor Lewis noted it's an opportune time for residents to creatively use their time to try to relax by participating in recreational activities in a safe manner such as walking, getting outdoors, etc., all in keeping with COVID-19 guidelines. The risk of an increase in anxiety is a factor for some residents and their mental health will be a concern. Councillor Lewis recommended those residents reach out to the mental health crisis line and keep the conversation open.

The COVID-19 pandemic has cancelled/postponed other events including the provincial YMCA conference and Volunteer Appreciation Night.

The Splash Pad Committee met last week and had a very productive meeting. A location has been agreed on and the Town's engineers are working out the logistics of the location. Phase II will be an all-inclusive playground across from the splash pad, with washrooms on both sides. The area will be enhanced around the Summer Games Building. Councillor Lewis advised the soccer field is not affected and maintenance-free benches facing both the soccer field and splash pad will be installed.

Tourism & Special Events Committee

Deputy Mayor Myles reviewed the minutes of the Tourism/Special Events Committee meeting held on March 10, 2020.

The Committee is continuing to plan for events as if they were going ahead, with the understanding they could be cancelled due to COVID-19.

The Committee members were scheduled to participate in the Sacred Heart Academy Breakfast Program next week but with the closure of schools due to COVID-19, that has now been cancelled.

Also due to COVID-19, Wintermission has been postponed again.

The Shining Seas Summer Festival is scheduled for July 16th to 19th. Planning is continuing as if the festival will go ahead. Letters have been sent to businesses/organizations offering sponsorship opportunities and to date, the response received has been positive. The Committee has secured a very tentative booking for a children's entertainer, whose tour schedule has now been affected by COVID-19. Sky High Amusements Ltd. Has been booked and the Committee will host outdoor bingo. An adult entertainment event is being planned in place of the Big Splash.

All Tourism/Special Events Committee meetings have been cancelled until further notice due to COVID-19. The Committee will continue to keep in touch via email, etc., to continue plans for events.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons and Property Committee meeting held on March 12, 2020.

Renovations at the Fire Hall are proceeding well.

The Marystown Volunteer Fire Department met yesterday to discuss the COVID-19 pandemic. Further to the decision to close the Fire Hall to the public, fighters will be taking additional precautions to protect themselves when they respond to emergency calls.

There were no issues to report with respect to animal control.

7. Correspondence

There was no Correspondence to bring forward.

8. Approvals to Purchase

Motion

MMC 2020 03 17/023R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to the Public Works Department to engage Gretario Services to perform an exterior tank inspection plus cathodic protection testing and report (\$2,125.00) and an exterior roof and wall drone inspection (\$489.00) at a cost of \$3,006.10 including HST.”

Motion carried unanimously.

Motion

MMC 2020 03 17/024R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to the Safety Department to register two employees to attend the NL Occupational Health & Safety Conference taking place May 13-15/20 in Gander at a cost of \$747.50 including HST, with the understanding there is a savings of \$150.00 for early bird registration.”

Motion carried unanimously.

Motion

MMC 2020 03 17/025R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Safety Department to expend funds for the costs of rooms and meals associated with two employees attending the NL Occupational Health & Safety Conference taking place May 13-15/20 in Gander at a cost of \$981.00 including HST.”

Motion carried unanimously.

9. Regulations

There were no Regulations to bring forward.

10. Other Business

Mayor Synard advised Council and staff met yesterday to discuss the COVID-19 pandemic and made the decision to close Town facilities and meetings to the public; operations will continue as regularly as possible. All residents were encouraged to practice social distancing and self-isolation. Council and staff are taking COVID-19 very seriously, including social distancing during Council meetings. Mayor Synard encouraged residents to continue to stay safe and be cognizant of those who are vulnerable and have a compromised immune system.

Mayor Synard has reached out to Staff Sergeant Danny Knight of the RCMP and the Town will engage with the local RCMP, Fire Department, Town of Burin, Eastern Health and other

organizations. In the aftermath of Hurricane Igor, several organizations, including the Town, formed a Senior Committee to deal with the after effects and a similar committee will be put in place again for the purpose of getting ahead of COVID-19 rather than dealing with the aftermath. Through that committee, resources can be inventoried for the purpose of assisting those who need it.

Councillor Keating advised the public that although the Town Hall is closed to the public, the Public Works Department continues to operate.

Mayor Synard noted the Fire Hall is closed to the public but the firefighters are still responding to emergency calls as normal. Mayor Synard has reached out to a number of businesses today and many restaurants have limited their operation to take-out only, bingos everywhere have cancelled, church services are being cancelled and it's anticipated that a number of bars and other businesses will close. Council made the decision to close its doors not to alarm anyone but to show leadership on making the right decision to socially distance from each other.

Councillor Edwards noted the firefighters will be staggering their training and drills so they are not all compromised at one time should one member come into contact with COVID-19. Councillor Tremblett advised they are inventorying their equipment so they will know how to respond to a regional call for assistance.

Deputy Mayor Myles commented on the mental aspect of COVID-19 for anyone who has to self-isolate or is just trying to socially distance themselves. Deputy Mayor Myles recommended that residents check in on those who are staying home to ensure they are mentally coping with their situation.

Councillor Lewis noted a number of families are struggling and encouraged residents to continue to donate to the food bank. The closing of the schools and lack of a breakfast program is having a particular impact. A sub-committee is being set up in the area to assist those who need help.

To date, two provinces have declared a state of emergency due to COVID-19.

Mayor Synard noted that a member of Council recently returned from outside the country and is currently self-isolating. As well, a member of staff is due to return to the country and will be required to self-isolate.

While Council is not trying to alarm anyone, they do want residents to take COVID-19 seriously. If there isn't a singly case of COVID-19 on the peninsula or the island itself, it could be quite possibly because each and every resident prepared and took the necessary precautions.

Deputy Mayor Myles took a moment to remind everyone that the NLESD Board has a meeting scheduled for March 28th to vote on the closure of Pearce Junior High however, given the COVID-19 pandemic, it's likely that meeting may be cancelled.

11. Notices of Motion

There were no Notices of Motion to bring forward.

12. Adjournment

Motion

MMC 2020 03 17/026R

Moved by Councillor Keating, seconded by Councillor Lewis

“BE IT RESOLVED the meeting was adjourned at 7:39 p.m.”

Motion carried unanimously.

Sam Synard
Mayor

Petrina Power
A/Town Clerk