

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON APRIL 20, 2021**

Present were: Mayor Sam Synard (via telephone)
Deputy Mayor Gary Myles
Councillor Mike Brennan
Councillor Andy Edwards
Councillor Keith Keating
Councillor Nora Tremblett

Also present: Alje Mitchell, Chief Administrative Officer
Melanie Kilfoy, Director of Finance & Administration
Ben Letemplier, Director of Operations & Public Works
Petrina Power, A/Town Clerk

1. Call to Order

As Mayor Synard was attending the meeting via telephone, Deputy Mayor Myles called the meeting to order at 7:09 p.m.

2. Adoption of Agenda

Motion

MMC 2021 04 20/001R

Moved by Councillor Tremblett, seconded by Councillor Brennan

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

Deputy Mayor Myles welcomed Mr. Jason Brown, CEO of the YMCA of Newfoundland and Labrador, to the meeting via Zoom. Mr. Brown was scheduled to present his five-year report on the Marystown YMCA later in the agenda.

3. Adoption of Minutes

Regular Council Meeting

Motion

MMC 2021 04 20/002R

Moved by Councillor Keating, seconded by Councillor Tremblett

“BE IT RESOLVED the minutes of the regular Council meeting held on April 6, 2021, be adopted.”

Motion carried unanimously.

Special Council Meeting

Motion

MMC 2021 04 20/003R

Moved by Councillor Tremblett, seconded by Councillor Keating

“BE IT RESOLVED the minutes of the special Council meeting held on April 12, 2021, be adopted.”

Motion carried unanimously.

Council Meeting (Marine Industrial Park)

The minutes of the Council Meeting (Marine Industrial Park) held on April 14, 2021, were tabled for information purposes.

4. Business Arising from Regular and Special Council Meeting

There was no business arising from the regular or special Council meetings to bring forward.

5. Delegations

Mr. Jason Brown, CEO of the YMCA of Newfoundland and Labrador, presented the Year Five Report on the Marystown YMCA. Mr. Brown noted 2020 was a difficult year due to the COVID-19 pandemic and as a result, there were so many programs that the YMCA could not offer. The report was broken down into ten sections, including Members on Roll (MOR), Day Passes, Courses; Community Involvement; Swim Team; Community Advisory Committee; Finance Advisory Committee; Personnel; Equipment; agreements; 2021; and Appendices. That report forms a part of these minutes.

In his report, Mr. Brown spoke briefly on the financial Assistance Program that is offered; Councillor Keating asked Mr. Brown to expand on that. Mr. Brown advised that the YMCA tries to set its fees as low as possible but even then, not everyone can afford to pay. But, the YMCA does not turn away those who want a membership. Instead, the YMCA will work with individuals or families to determine what they can afford, based on income, and set a fee they can afford to pay. The balance is covered either through the Town’s operating grant or charitable donations.

Councillor Tremblett commended the staff at the Marystown YMCA, noting the Town’s YMCA has to be one of the cleanest in Canada. Mr. Brown noted the staff take pride in keeping it spotless.

In his report, Mr. Brown also spoke on the task force formed by the Town and YMCA Board Members and the Fundraising Committee. Deputy Mayor Myles noted that one positive effect of forming the task force was the Fundraising Committee and the policy to not turn anyone away because of their financial position. Mr. Brown advised they are very excited about the Fundraising Committee and the planning that has already gone into it and they look forward to a successful campaign this year.

Deputy Mayor Myles thanked Mr. Brown for his report and keeping Council up to date. Mr. Brown exited the Zoom meeting with Council.

6. Committee Reports

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on April 14, 2021.

Motion

MMC 2021 04 20/004R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. MS-TOMT-040121 received from NL Aquaculture Industry Association Inc. dated March 31, 2021, in the amount of \$575.00 including HST for associate membership from April 1, 2021 to March 31, 2022.”

Motion carried unanimously.

Motion

MMC 2021 04 20/005R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to pay Invoice No. 103408 received from Edwards and Associates Ltd. dated January 19, 2021 in the amount of \$779.17 including HST for Land Gazette Subscription from January 1 to December 31, 2021.”

Motion carried unanimously.

Motion

MMC 2021 04 20/006R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay the February Monthly Claim received from the YMCA of Newfoundland and Labrador dated February 28, 2021 in the amount of \$19,827.58.”

Motion carried unanimously.

It was noted that by comparison, the claim for February 2020 was \$32,724.69

Motion

MMC 2021 04 20/007R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to pay Invoice No. CINV1065056 received from BDO Canada LLP dated March 31/21 in the amount of \$2,484.00 including HST for the preparation of the Gas Tax Annual Expenditure Report for the year ended December 31, 2020.”

Motion carried unanimously.

Motion

MMC 2021 04 20/008R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. 307223 received from Cal LeGrow Insurance Limited dated April 12/21 in the amount of \$1,522.00 including RST for the accident protection insurance for the Volunteer Firefighters for the period April 1, 2021 to April 1, 2022.”

Motion carried unanimously.

Motion

MMC 2021 04 20/009R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to adjust 2021 Mobile Business Taxes for Account No. THEGR001 in the amount of \$200.00 as the business has ceased operations as of September 2020 and will not be operating for the 2021 season.”

Motion carried unanimously.

Motion

MMC 2021 04 20/010R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the Town of Marystown to participate in the Municipalities Newfoundland and Labrador MNL Advantage Program to provide access to competitively priced goods and services.”

Motion carried unanimously.

Motion

MMC 2021 04 20/011R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given for the Chief Administrative Officer, the Director of Finance & Administration and the Executive Clerk to attend the PMA 2021 Virtual Convention and Annual General Meeting taking place June 10-11, 2021 at a cost of \$201.25 including HST per municipality.”

Motion carried unanimously.

Motion

MMC 2021 04 20/012R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of April 14, 2021, in the amount of \$181, 997.91 as per policy.”

Motion carried unanimously.

Motion

MMC 2021 04 20/013R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to make a donation in the amount of \$100.00 to the Burin Peninsula Health Care Foundation in support of the Burin Peninsula Trails Challenge as per the Town’s donation, Grant and Sponsorship Policy.”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on April 13, 2021.

The Town received a letter from the Garnish Pond Road Committee requesting the Town’s assistance in the maintenance of the road. Councillor Keating advised the Town will be offering some loads of fill to fix up the road.

Regular operations are ongoing. The waterline repair for Little Bay has gone to tender and will be closing April 21st. Councillor Keating advised the residents of Little Bay that the boil order is still in effect.

Waste Management is operating well. Bulk garbage collection has resumed and the Town will soon be scheduling a community clean-up.

The Water Treatment Plant is operating well. Water consumption is down which may be due in part to the discovery of the water leak in Little Bay.

The night shift is still operating well with a lot of equipment repairs taking place during that shift.

Tourism & Special Events Committee

Councillor Edwards reviewed the minutes of the Tourism & Special Events Committee held on April 13, 2021.

Motion

MMC 2021 04 20/014R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to advance the Tourism & Special Events Committee funds from the Town’s General Account in the amount of \$2,000.00 to assist with an Outdoor Bingo scheduled for May 25, 2021, with the understanding funds will be repaid following the event.”

Motion carried unanimously.

Councillor Keating has begun some PR for the Walk of Hope Trail System. The Committee is in the process of being incorporated as the Marystown Walk of Hope Trail Committee with Councillor Keating, Councillor Brennan, Councillor Lewis, the CAO and the Director of Recreation & Community Services listed as Incorporators. Once incorporated, a Board of Directors will be put in place. The Town will utilize Gas Tax funding to jumpstart the project.

Both Councillor Keating and Councillor Edwards visited an area off Clam Pond road where a group of residents want to develop an area and highlight the waterfall there. The residents will be forming a committee and hopes to work with the Town assistance on furthering the project.

At this point, Councillor Keating left the meeting for another commitment.

Planning & Development Committee

Councillor Brennan reviewed the minutes of the Planning & Development Committee meeting held on April 15, 2021.

A letter has been forwarded to Mr. David McCann of British Columbia to formally accept a donation of gifts in support of the Model Ship Gallery. Mr. McCann was instrumental in the Town acquiring the model ships from the family of the late John Keith-King. The donation is currently in transit.

Members from Legendary Coasts were in the area and visited the Model Ship Gallery; Legendary Coasts will be assisting in promoting the gallery.

Councillor Brennan recently reached out to Mr. Ray Johnson and spoke with him regarding the model of the Titanic that he constructed. It took twelve years to complete and was recently unveiled in Carbonear to commemorate the 100th anniversary of the ill-fated ship. Councillor Brennan is interested in bringing Mr. Johnson to Marystown to view the Model Ship Gallery and tell his story of the Titanic and assist with the promotion of the gallery.

Burin Peninsula Brighter Futures has initiated a new project where they plan to install several mini “take a book, leave a book” libraries in designated areas of town. Anyone wanting to sponsor a book library at a cost of \$250.00 can reach out to Ms. Shelley Farrell. Burin Peninsula Brighter Futures will also be looking for assistance in constructing and maintaining the book libraries. Councillor Brennan noted many businesses have already come on board and the Town will be constructing two of the book libraries with one to be placed near the arena and the other near the YMCA. Councillor Brennan wished Burin Peninsula Brighter Futures the best of luck with their project.

Motion

MMC 2021 04 20/015R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident for a Crown Land Grant (0.04 ha) for the purpose of an extension to a lot to accommodate an accessory building at Hillview Heights, Little Bay, be approved.”

Motion carried unanimously.

Motion

MMC 2021 04 20/016R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident for a Crown Land Grant (0.18 ha) for the purpose of a residential development in Spanish Room be approved.”

Motion carried unanimously.

Motion

MMC 2021 04 20/017R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident for a Crown Land Grant Amendment to subdivide land (0.2132 ha) at 60 Markland Road be approved.”

Motion carried unanimously.

Motion

MMC 2021 04 20/018R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from Juanita Lake and Gina Mitchell to operate a hair salon (Twisted Scissors) at 181-185 McGettigan Boulevard be approved.”

Motion carried unanimously.

Motion

MMC 2021 04 20/019R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident to construct an accessory building measuring 16’ x 20’ at Crocker’s Point Road be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2021 04 20/020R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident to construct a vestibule to a residence and construct an extension measuring 4.8m x 8.5m to an accessory building at 44-46 Bayview Street be approved.”

Motion carried unanimously.

Motion

MMC 2021 04 20/021R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident to construct a residence measuring 35’ x 50’ at Baker’s Cove Road be approved, subject to site inspection.”

Motion carried unanimously.

Councillor Brennan brought forward several recommendations regarding the Model Ship Gallery.

Motion

MMC 2021 04 20/022R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to the Marystown Development Corporation to pursue a charitable status under Revenue Canada.”

Motion carried unanimously.

Motion

MMC 2021 04 20/023R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to obtain three quotes and purchase point of sale equipment for the Model Ship Gallery and Exhibition.”

Motion carried unanimously.

Motion

MMC 2021 04 20/024R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to invite Neil Burgess, President of the Underwater Archeological Association for the province, to review the Model Ship Gallery & Exhibition and incorporate 3-D imaging on selected models.”

Motion carried unanimously.

Motion

MMC 2021 04 20/025R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to submit a credit application to various retail outlets for the purchase of retail inventory for the Model Ship Gallery & Exhibition.”

Motion carried unanimously.

Motion

MMC 2021 04 20/026R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED approval be given for the installation of Wi-Fi (internet) and phone services for the Model Ship Gallery & Exhibition.”

Motion carried unanimously.

Councillor Brennan advised that his Committee is waiting on a preliminary design for a mini home development from the Town’s engineers in order to determine the cost. The committee is looking forward to further discussion on this project and approval from Council to proceed.

Deputy Mayor Myles questioned when the Model Ship Gallery may open to the public. COVID-19 has delayed things several time but Councillor Brennan advised they are looking at the Victoria Day (May 24th) holiday weekend.

Recreation Committee

The Recreation Committee hasn’t met since the last regular Council meeting of April 6, 2021. In the absence of Councillor Lewis, Councillor Edwards brought forward the following report.

April 18-24, 2021, is Volunteer Week and this year’s theme is The Value of One, The Power of Many. Due to COVID-19 restrictions, the Town’s annual Volunteer Appreciation celebration is cancelled. The Town has many volunteers and without each and every one of them, many events would not be able to go ahead including sports, schools, seniors activities, music, clubs, community organizations, etc. Volunteers are ordinary people doing extraordinary things. Councillor Edwards gave a sincere thank you and shout out to all volunteers and asked all community volunteers to send the Town a photo, message or quote to share on the Town’s Recreation Facebook page.

Minor Ball Hockey has started at the arena, thanks to two former senior ball hockey players - Jeff Oake and Terry Walsh. Things are running smoothly so far. The plan is to play indoors for four weeks and by the end of that time, the sport will be taken outside to the Town’s fields that will be prepped for the season.

With the Kaetlyn Osmond Arena closed, this off-season time will allow for some proper maintenance to occur a daily basis.

The fields are just about ready for proper fertilizing. The Recreation Department will begin to start prepping the playgrounds for usage. The Department is excited about the all-inclusive playground that will be installed very soon and ready for use this coming summer. This new playground and new splash pad will be welcoming additions to the Town's outdoor recreation complex. If this summer is anything like last year, it will be well used.

Recognizing the need for recreation, new soccer nets have been ordered to replace the existing ones on Centennial field, which have been in use for the last 30 years.

The tennis courts will be reopening in the next couple weeks under COVID-19 restrictions. The Town asks that public respect any guidelines set out by the Chief Medical Officer.

Provincial and Canada Summer Students applications have been completed and the Department is waiting for a response from both governments. Job Creation Program applications are also pending. The Town will keep the public informed as to when these jobs will be available.

The Burin Peninsula Trail Challenge and Walk the Loop Around Da Boot are two initiatives being put off by the Burin Peninsula Health Care Foundation in lieu of the walk/run that is hosted each year. Funds raised will go towards a mobile cardiac monitor to be used when transporting patients to town. To date, the response has been amazing with over 200 registrants so far. Participants can register for \$40.00 and hike twelve trails (42 km) or walk 319 km from April to September in promotion of physical activity. Marystown is proud to feature two trails. Each participant will receive a medal upon completion.

On behalf of Councillor Lewis, Councillor Edwards challenged Council to hit the trails or do some walking. It's hoped the "Walk of Hope" Trail System will be completed as soon as possible, especially for Come Home Year.

The YMCA is busy and all programs are running well.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons & Property Committee meeting held on April 15, 2021.

The Fire Department is running well with training ongoing.

There are no major issues to report with animal control. The Animal Control Officer is still trying to relocate ducks from the Greenwood Street area. A new trap has been purchased and again, Councillor Tremblett asked residents not to feed the ducks for the sake of those who have to live with the noise and mess.

Motion

MMC 2021 04 20/027R

Moved by Councillor Tremblett, seconded by Councillor Brennan

"BE IT RESOLVED approval be given to proclaim May 13, 2021 as Falun Dafa Day to assist in Canada's commitment to human rights, freedom of conscience and to the values of truthfulness, compassion and tolerance and its benefits to Canadians."

Motion carried unanimously.

Councillor Tremblett read out the motion proclaiming May 13, 2021, as Falun Dafa Day.

Motion

MMC 2021 04 20/028R

Moved by Councillor Tremblett, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to declare the month of May as Clean-Up Month in the Town of Marystown.”

Motion carried unanimously.

Councillor Brennan noted there have been a lot of complaints regarding the amount of garbage and litter around town. The Town has invested approximately \$10,000.00 in twenty anti-litter signs which have been erected in various areas of town and several businesses are displaying the Town’s anti-litter stickers. The Fire Department got involved last year to educate students and hand out anti-litter stickers. Unfortunately, Marystown needs a clean-up month, not a week. Councillor Brennan pleaded with residents to take charge and clean up, noting it’s very discouraging to see people continuing to throw trash on the ground. In response, the Town will be installing and maintaining green bins on its anti-litter signage.

Councillor Tremblett noted the town is trying to attract tourists and at the moment, Marystown is far from presentable. Anyone who wants to clean up an area, either as an individual or as a group, was advised to contact the A/Town Clerk or Administrative Assistant. Residents were encouraged to take pictures for the Town to post. Residents were advised that filled bags could be left on the side of the road for the Town to collect. Residents were advised that the Town would only be collecting bags of trash/litter, not bulk garbage for which collection takes place once a month. Councillor Tremblett noted that some businesses have already started cleaning up around their properties, which is appreciated, but more people need to participate to ensure the entire town is cleaned up.

Motion

MMC 2021 04 20/029R

Moved by Councillor Tremblett, seconded by Councillor Brennan

“BE IT RESOLVED Council approve, in principle, the Emergency Management Plan for the Town of Marystown and forward the document to the Department of Justice and Public Safety, Fire and Emergency Services Division, for review.”

Motion carried unanimously.

7. Correspondence

There was no correspondence to bring forward.

8. Approvals to Purchase

Motion

MMC 2021 04 20/030R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Administration Department to purchase eight licenses for MS Office 2019 (Home and Business version) at a cost of \$2,621.54 including HST.”

Motion carried unanimously.

Motion

MMC 2021 04 20/031R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to the Fire Department to engage the services of Livewire Electric and Construction to supply and install metal sheeting to repair the Tolt communications building at a cost of \$3,000.00 including HST, with the understanding that most funds have been reallocated from the communications system replacement project.”

Motion carried unanimously.

It was noted that Livewire Electric and Construction did the project in conjunction with the Fire Hall Roof Restoration project and donated their labour. Livewire Electric and Construction was commended for a job well done, noting the reception is exceptional.

It was also noted that the Fire Department will be reviewing all of its equipment on an annual basis to ensure anything needing repair or replacing is addressed.

Motion

MMC 2021 04 20/032R

Moved by Councillor Keating, seconded by Councillor Edwards

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

- Wolseley Waterworks Group, two complete Darling B-50-B18 hydrants - \$6,400.00 including HST
- Wolseley Waterworks Group, three 14' x 18' DI water main repair clamps, two ¾" drill and tap bits and two 1" drill and tap bits - \$3,872.38 including HST
- Wolseley Waterworks Group, 5.5M (18") 450mm ductile iron water main, one 18" ductile iron MJ sleeve and four 18" megalug restraints for Clam Pond water main repair kit - \$4,178.19 including HST
- Wolseley Waterworks Group, three BM2 manhole frames and covers and one 12 sewer cleanout frame and cover - \$2,978.85 including HST.”

Motion carried unanimously.

Motion

MMC 2021 04 20/033R

Moved by Councillor Keating, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Public Works Department/Water Treatment Plant to purchase a MIOX cell repair kit from E.N.G. Environmental Technologies Inc. at a cost of \$12,453.35 including HST as follows:

- MIOX cell repair - \$9,654.00 including labour and materials
- Customs, duties and brokerage - \$275.00
- Air freight to St. John’s - \$875.00
- Freight to Marystown - \$25.00.”

Motion carried unanimously.

Motion

MMC 2021 04 20/034R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Recreation Department to purchase one pair of pro soccer nets from Laurentian Athletics at a cost of \$5,763.00 including HST plus approximately \$2,000.00 shipping and handling, with the understanding that the burin Peninsula Soccer Association will cover 50% of the cost as a donation to the Town.”

Motion carried unanimously.

Motion

MMC 2021 04 20/035R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Recreation Department to engage CG HVAC Services to install a new compressor at the YMCA at a cost of \$14,490.00 including HST plus the cost of the crane.”

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

Motion

MMC 2021 04 20/036R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED the meeting was adjourned at 8:18 p.m.”

Motion carried unanimously.

Gary Myles
Deputy Mayor

Petrina Power
A/Town Clerk