

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON JULY 13, 2021**

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
Robert Warr, Director of Recreation & Community Services
Petrina Power, A/Town Clerk

1. Call to Order

Mayor Synard called the meeting to order at 7:11 p.m.

2. Adoption of Agenda

Motion

MMC 2021 07 13/001R

Moved by Councillor Keating, seconded by Councillor Tremblett

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

3. Adoption of Minutes

Regular Council Meeting

Motion

MMC 2021 07 13/002R

Moved by Councillor Keating, seconded by Councillor Tremblett

“BE IT RESOLVED the minutes of the regular Council meeting held on June 15, 2021, be adopted.”

Motion carried unanimously.

Special Council Meetings

The A/Town Clerk advised Council of an error within the minutes of the special Council meeting of June 24, 2021. In setting the pay rates for this year's Municipal Election, Council agreed to increase all rates by \$25.00 however, motion MMC 2021 06 24/004S does not reflect an increase of \$25.00 for each of the polling stations.

At this point, Councillor Tremblett declared a conflict of interest due to her association with St. Gabriel's Hall, which will be utilized as a polling station. Councillor Tremblett removed herself from the council Chambers.

Motion

MMC 2021 07 13/003R

Moved by Councillor Edwards, seconded by Councillor Keating

"BE IT RESOLVED the minutes of the special Council meeting held on June 24, 2021, be adopted with the noted correction to motion MMC 2021 06 24/004S."

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

Councillor Tremblett returned to the Council Chambers.

Motion

MMC 2021 07 13/004R

Moved by Councillor Brennan, seconded by Councillor Lewis

"BE IT RESOLVED the minutes of the special Council meeting held on June 25, 2021, be adopted."

Motion carried unanimously.

Motion

MMC 2021 07 13/005R

Moved by Councillor Tremblett, seconded by Councillor Edwards

"BE IT RESOLVED the minutes of the special Council meeting held on June 29, 2021, be adopted."

Motion carried unanimously.

Motion

MMC 2021 07 13/006R

Moved by Councillor Tremblett, seconded by Deputy Mayor Myles

"BE IT RESOLVED the minutes of the second special Council meeting held on June 29, 2021, be adopted."

Motion carried unanimously.

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

There were no scheduled delegations.

6. Committee Reports

Planning & Development Committee

Councillor Brennan reviewed the minutes of the Planning & Development Committee meeting held on July 8, 2021.

Councillor Brennan provided an update on the Model Ship Gallery, which has been up and running for approximately a month and a half now. Councillor Brennan referenced a recent online article by Jeremy Eaton of CBC News showcasing the gallery. As well, Paddy Daley began his open line show on VOCM this morning speaking about the gallery. Councillor Brennan looks forward to welcoming tourists to Marystown and the gallery.

The owners of the Marystown Mall, who travelled from Montreal, recently visited the Model Ship Gallery and were impressed with what has been accomplished, not just with the gallery itself but in how the public, especially children, have been engaged in learning about Marystown's history of shipbuilding through model ship building classes.

The Committee has some discussion regarding Thomas Amusements. The company had put in a request to operate at the Peninsula Mall parking lot in June however, due to COVID-19 restrictions at the time, the request was denied. The company has since issued a second request to operate in September. As the restrictions are beginning to loosen as COVID-19 cases drop and more people are vaccinated, the Committee has no issues in approving the request subject to the guidelines that will be in place come September.

Motion

MMC 2021 07 13/007R

Moved by Councillor Brennan, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given for Thomas Amusements to operate on the Peninsula Mall Parking Lot in September, 2021, pending Government of Newfoundland and Labrador Public COVID-19 Guidelines in place at that time.”

Motion carried unanimously.

Motion

MMC 2021 07 13/008R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED that an application received from a resident to obtain Crown Land to extend a lot in Jean de Baie for the purpose of constructing an accessory building and expand a home garden be approved.”

Motion carried unanimously.

Motion

MMC 2021 07 13/009R

Moved by Councillor Brennan, seconded by Councillor Lewis

“BE IT RESOLVED that an application received from Pride Signs to install one digital pre-sale board and two digital menu boards for Tim Horton’s dual line at 2-4 Columbia Drive be approved.”

Motion carried unanimously.

Motion

MMC 2021 07 13/010R

Moved by Councillor Brennan, seconded by Councillor Edwards

“BE IT RESOLVED that an application received from a resident to construct a seasonal residence measuring 43’ x 48’ and an accessory building measuring 40’ x 32’ at Lot No. 3 Northwest Road be approved, subject to a second site inspection.”

Motion carried unanimously.

Motion

MMC 2021 07 13/011R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED that an application received from a resident to construct a residence measuring 73’ x 75’ at 11 Dock Point Street be approved.”

Motion carried unanimously.

Motion

MMC 2021 07 13/012R

Moved by Councillor Brennan, seconded by Deputy Mayor Myles

“BE IT RESOLVED Council ratify the issuance of a permit to a resident to remove an old patio and replace it with a new patio plus do general repairs to a residence at 2 Wiscombe’s Road.”

Motion carried unanimously.

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on July 6, 2021.

Motion

MMC 2021 07 13/013R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay an Invoice for File No. 2021197 received from Appleby Picco Law dated June 14/21 in the amount of \$690.00 including HST for professional services rendered in the sale of Lots 5 and 10 at the Marine Industrial Park to Grieg NL Nurseries Ltd.”

Motion carried unanimously.

Motion

MMC 2021 07 13/014R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to pay an Invoice for Account No. 85548411 received from Bell Aliant dated June 6/21 in the amount of \$414.00 including HST for repairs to the phone/internet connections at the Heritage Run Tourism Centre.”

Motion carried unanimously.

Motion

MMC 2021 07 13/015R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. 10709 received Hospitality NL dated April 15/21 in the amount of \$386.40 for membership fees.”

Motion carried unanimously.

Motion

MMC 2021 07 13/016R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay the May Monthly Claim received from the YMCA of Newfoundland and Labrador dated May 31/21 in the amount of \$12,016.89.”

Motion carried unanimously.

Motion

MMC 2021 07 13/017R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to adjust 2021 Business Taxes for Account No. STAPL005 in the amount of \$985.31 as the business ceased operations as of May 31, 2021.”

Motion carried unanimously.

Motion

MMC 2021 07 13/018R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council ratify Poll Tax Ratification Listing No. 5-1 dated June 29, 2021, in the amount of \$5,424.80 as per policy.”

Motion carried unanimously.

Motion

MMC 2021 07 13/019R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of June 30, 2021, in the amount of \$179,154.68 as per policy.”

Motion carried unanimously.

Motion

MMC 2021 07 13/020R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-2 as of July 6, 2021, in the amount of \$81,229.00 as per policy.”

Motion carried unanimously.

Motion

MMC 2021 07 13/021R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to rescind the following motion passed at the regular Council meeting of May 18, 2021:

Motion

MMC 2021 05 18/011R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given for the Town, in accordance with section 54(1) of the Municipal Elections Act, to offer the Vote by Mail option for the upcoming 2021 Municipal Election scheduled to take place in September 2021.”

Motion carried unanimously.”

Motion carried unanimously.

Motion

MMC 2021 07 13/022R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify approval of the Prime Consultant Agreement received from Edwards and Associates Ltd. for the Creston Boulevard, Road Upgrading Project, Project No. 17-MYCW-21-00041, with engineering fees in the amount of \$35,353.07 including HST; and

BE IT FURTHER RESOLVED Council ratify approval for Deputy Mayor Myles and the Chief Administrative Officer to sign the Prime Consultant Agreement.”

Motion carried unanimously.

Motion

MMC 2021 07 13/023R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council ratify entering into a contract with Wally Drake’s Trucking Ltd. for the Dunphy’s Road Water, Sewer and Road Upgrading Project, DMA No. 17-GI-21-00070; and

BE IT FURTHER RESOLVED Council ratify approval for Deputy Mayor Myles and the Chief Administrative Officer to sign the contract.”

Motion carried unanimously.

Motion

MMC 2021 07 13/024R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to reallocate funds from within the Town’s Capital Expenditure Budget and transfer funds in the amount of \$7,150.00 from the MIOX Cell Replacement budget to the Computer Upgrades budget.”

Motion carried unanimously.

Motion

MMC 2021 07 13/025R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to pay Invoice No. CINV1273299 received from BDO Canada LLP in the amount of \$22,256.63 including HST for professional services with respect to:

- the December 31, 2020 year-end financial statements
- out of scope work related to the treatment of land held for sale
- out of scope work related to the listing for allowance for doubtful accounts and adjustment for AFDA of poll tax
- review financial statement impacts of COVID-19
- review and map new accounts added in the current year for financial statements”

Discussion

Mayor Synard advised the Town is in a good position financially and has met the June 30th deadline to submit its financial statements for the year ending December 31, 2020. The Town has a healthy cash reserve given that it can piggy back funding programs for various projects and infrastructure can be upgraded or installed for \$0.50 on the dollar or even as low as \$0.10 on the dollar. Council has worked hard at ensuring no increases in fees or taxes while maintaining services and giving back to seniors through a tax deduction. Mayor Synard thanked Council for their diligence while Councillor Edwards thanked the Director of Finance & Administration for her hard work in getting the financial statement completed on time.

Motion carried unanimously.

Motion

MMC 2021 07 13/026R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given for nominations for the 2021 Municipal Election to be held for one day only on September 7, 2021, from 8:00 a.m. to 8:00 p.m.”

Motion carried unanimously.

Motion

MMC 2021 07 13/027R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given for the Advance Poll for the 2021 Municipal Election to be held on one day only on September 18, 2021, from 8:00 a.m. to 8:00 p.m.”

Motion carried unanimously.

Motion

MMC 2021 07 13/028R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED that in accordance with the *Municipal Elections Act* and where a candidate is defeated by ten votes or less, the Returning Officer must conduct a recount, if requested by the candidate.”

Motion carried unanimously.

Motion

MMC 2021 07 13/029R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council approve of the Prime Consultant Agreement received from Edwards and Associates Ltd. for the Little Bay Water Main Replacement Project, Project No. 153-2021-7351, with engineering fees in the amount of \$27,242.17 including HST; and

BE IT FURTHER RESOLVED approval be given for Mayor Synard and the Chief Administrative Officer to sign the Prime Consultant Agreement.”

Motion carried unanimously.

Motion

MMC 2021 07 13/030R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council approve Change Order No. 1 for the Dunphy’s Road Water and Sewer Upgrades Project, Project No. 17-GI-21-00070, for Wally Drake’s Trucking Ltd. in the additional amount of \$16,560.00 including HST to replace a substandard catch basin and culvert and install a sump.”

Motion carried unanimously.

Motion

MMC 2021 07 13/031R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council approve Change Order No. 1 for the Fire Hall Roof Replacement and Restoration Project, Project No. 17-CSP-21-136, for Livewire Electric and Construction in the additional amount of \$28,750.00 including HST to install new pre-engineered roof trusses, plywood, ice and water guards and metal roofing.”

Motion carried unanimously.

Motion

MMC 2021 07 13/032R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED Council approve PCA Amendment No. 1 for the Fire Hall Roof Replacement and Restoration Project, Project No. 17-CSP-21-136, received from Edwards and Associates Limited in the additional amount of \$1,695.16 including HST to oversee the installation of new pre-engineered roof trusses, plywood, ice and water guards and metal roofing.”

Motion carried unanimously.

Motion

MMC 2021 07 13/033R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to advertise the position of Town Clerk internally for a one-week period.”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on July 6, 2021.

The Committee met with the Town’s engineers, Edwards & Associates Ltd., to discuss various projects for which applications for funding totaling approximately \$2.26 million have been submitted to the government. If approved, it’s anticipated those projects will start sometime this fall.

The Little Bay Watermain Project has concluded and the boil order has been lifted. Councillor Keating thanked the residents of Little Bay for their patience during the project.

The Town has received several requests for speed bumps, which are reviewed against the Town’s Speed Bump Policy. The Committee will be reviewing where additional speed bumps will be placed.

Councillor Keating noted that there has been a complaint regarding a lack of water pressure at Maryanne Place. The Town's engineers will be looking into the issue.

The water treatment plant is operating well. New MIOX cells have been ordered and are on the way; they will be installed by Pittman's Electrical. There is an issue with a non-operational chloring pump at the Clam Pond pump house which will also be dealt with.

On July 8th, Minister Bernard Davis, Department of Environment and Climate Change, announced over \$87,000 in joint federal-provincial funding for the Burin Peninsula Regional Service Board's Dewatering System Project, which will reduce the energy used to process and divert organic waste.

Some complaints have been received regarding the blivet on Bayview Street. Once the Town's new Director of Operations & Public Works starts, follow-up will be made to visit the blivet with representatives from BMS North America, who provided the blivet, to determine the issue and how to resolve it.

On that note, Councillor Keating announced that Randy Brockerville has accepted the position of Director of Operations & Public Works and will start with the Town on July 26th. The Public Works Committee, Council and staff look forward to working with Randy.

Recreation Committee

The Recreation Committee hasn't met since the last regular Council meeting of June 15, 2021. Councillor Lewis brought forward the following report.

June is Pride Month and the Committee/Town will partner with Burin Peninsula Voice Against Violence to create a Pride Crosswalk.

Maintenance is ongoing at the Kaetlyn Osmond Arena with new steel doors and panic hardware being installed.

Summer recreational programs are up and running. Councillor Lewis reminded all participants to follow the COVID-19 guidelines that are in place.

The Department hosted several soccer tournaments. The fields are in great shape and new nets have been purchased.

The Department is focusing on some maintenance work necessary on both the Landing Place Pond and Jane's Pond Walking Trails. As trails are important to both residents and tourists alike, all necessary repairs and additional enhancements, such as signage, will be followed up on.

The new Splash Pad is open and is a huge hit. The grand opening will take place on August 2nd in conjunction with the Tourism and Special Events Committee.

All summer students and JCP works have been hired and working busily.

Two new basketball nets have been purchased and installed; Councillor Lewis encouraged all residents to put them to good use.

Council has received and approved the cost estimate for a new inclusive playground; applications for government funding are pending submission.

Tourism & Special Events Committee

Deputy Mayor Myles advised the Tourism & Special Events Committee hasn't met since the last regular Council meeting held on June 15, 2021.

Because of the COVID-19 pandemic, the Committee hasn't been able to host many events. However, the Committee did host one outdoor bubble bingo back in May and will host another on July 27th at the St. Gabriel's Hall parking lot. The event has been advertised through Facebook, Channel 6 Ads, VOCM and the electronic billboard and some advertising has been dropped off at the tourist chalet. To promote the event even more, the Committee has asked residents to comment and share a post on the outdoor bubble bingo for the chance to win free cards.

The Committee has had discussions regarding the upcoming Marystown Day holiday on August 2nd. As of July 1st, gatherings of up to 250 people will be permitted outdoors. The Committee is looking at bringing in some musical entertainment at the Track & Field Complex/concert stage area from around 1:00 p.m. to 5:00 p.m. The Splash Pad official opening will take place that day as well as a naming ceremony. Despite the loosening of restrictions on gatherings, the Committee will be monitoring the crowd.

Protection to Persons & Property Committee

Councillor Tremblett reviewed the minutes of the Protection to Persons & Property Committee meeting held on July 6, 2021.

The Fire Department has implemented weekend duty and training is ongoing. The Department responded to 13 calls between June 24th and July 8th. There have been 42 calls for the year to date compared to 62 calls for the entire year last year. There is an issue with the alarm companies. Councillor Tremblett advised residents who have a monitored alarm system to contact the monitoring company to ensure they have the proper civic address on file. The Fire Department has had issues with being sent out to the wrong address or getting calls for false alarms. Councillor Tremblett further advised residents to ensure their civic address is posted and visible from the road as it could mean the difference between life or death.

The Animal Control Officer has reported that there have been issues with cats roaming on Bill Hodder's Road. Traps were set but the cats were not caught. Councillor Tremblett advised that pets should not be roaming as they are going onto other properties and are doing some damage. Councillor Tremblett also advised that the RCMP is looking into a case of animal neglect on Smallwood Crescent.

The Junior Firefighters Program is tentatively scheduled to begin in September; several applications have already received. There are still spots available for the course for any students who may be interested in completing it.

7. Correspondence

There was no correspondence to bring forward.

8. Approvals to Purchase

Motion

MMC 2021 07 13/034R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to the Administration Department to purchase two XPS 8940 computers from Dell Canada to upgrade older inefficient computers at a cost of \$2,306.30 including HST.”

Motion carried unanimously.

Motion

MMC 2021 07 13/035R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Administration Department to purchase two XPS 8940 computers and one Inspiron 15 laptop from Dell Canada to upgrade older inefficient computers at a cost of \$4,841.16 including.”

Motion carried unanimously.

Motion

MMC 2021 07 13/036R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to the Fire Department to purchase Bunker Gear replacement as budgeted (purchasing 2 of 6 suits at this time, 4 already purchased) from Fire House Service and Supply at a cost of \$4,163.00 including HST with the understanding that if funding is received from the provincial government, that contribution will go towards the cost of the bunker gear.”

Motion carried unanimously.

Motion

MMC 2021 07 13/037R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to the Public Works Department/Water Treatment Plant to purchase 280 bags of water softener salt at a cost of \$2,347.38 including HST (\$7.29 per bag) from Canadian Tire.”

Motion carried unanimously.

9. Regulations

There were no regulations to bring forward.

10. Other Business

Councillor Keating advised that to assist with the development of the Walk of Hope Trail project, he is in receipt of a donated quilt for which tickets will be sold with the proceeds going towards the project. Councillor Keating thanked Petrina Power for donating the quilt.

Councillor Keating also advised that the Provincial Government will be donating 60 trays of spruce tree seedlings. These will be sold once received with the proceeds also going towards the Walk of Hope Trail project.

11. Notices of Motion

There were no notices of motion to bring forward.

12. Adjournment

Motion

MMC 2021 07 13/038R

Moved by Councillor Keating, seconded by Councillor Lewis

“BE IT RESOLVED the meeting was adjourned at 7:52 p.m.”

Motion carried unanimously.

Sam Synard
Mayor

Petrina Power
A/Town Clerk