

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON SEPTEMBER 19, 2023**

Present were: Mayor Brian Keating
Deputy Mayor Andrew Walsh
Councillor Andy Edwards
Councillor Bridget Hodder
Councillor Gary Myles
Councillor Ray Nolan

Also present: Alje Mitchell, Chief Administrative Officer
Kelsey Kilfoy, Director of Planning & Economic Development
Melanie Kilfoy, Director of Finance & Administration
Robert Warr, Director of Recreation & Community Services
Petrina Power, Town Clerk

1. Call to Order

Mayor Keating called the meeting to order at 7:06 p.m.

2. Adoption of Agenda

Motion

MMC 2023 09 19/001R

Moved by Councillor Nolan, seconded by Councillor Edwards

“BE IT RESOLVED the agenda be adopted.”

Motion carried unanimously.

3. Adoption of Minutes

Motion

MMC 2023 09 19/002R

Moved by Councillor Myles, seconded by Councillor Nolan

“BE IT RESOLVED the minutes of the regular Council meeting held on September 5, 2023, be adopted.”

Motion carried unanimously.

The minutes of a meeting with Harbourside Engineering Consultants on Canning Bridge that took place on September 8, 2023, were tabled for information purposes.

Mayor Keating advised that on October 5th, there will be a public meeting at the Marystown Hotel from 6:00 p.m. to 7:30 p.m. with the Minister and Deputy Minister of the Department of Transportation & Infrastructure and the engineering consultants, Harbourside Engineering Consultants, on the replacement of Canning Bridge. Residents will be afforded the opportunity to express their concerns and ask questions during the session and are encouraged to attend.

The minutes of a meeting with Choices for Youth that took place on September 12, 2023, were tabled for information purposes.

4. Business Arising

There was no business arising to bring forward from any of the meetings.

5. Delegations

There were no scheduled delegations.

6. Committee Reports

Protection to Persons & Property Committee

Councillor Nolan reviewed the minutes of the Protection to Persons & Property Committee meeting held on September 14, 2023.

Councillor Nolan attended the meeting with Ms. Hope Jamieson with Choices for Youth that took place on September 12, 2023. Ms. Jamieson is working on a research project on housing and homelessness issues, a joint project between the MNL and Choices for Youth. The Councillors in attendance discussed some of the issues and provided suggestions on how to improve the housing system within Marystown. Ms. Jamieson's report will be finalized and presented later this fall.

The Committee discussed the issue of diminished cell service in the area, which seems to be a province-wide issue and will be followed up on.

The Director of Planning & Economic Development and Fire Chief Bolt will complete a site inspection on the former NLHC units (Site 2), which have been sold to a local business person, to ensure all permits are in place for the renovations that are planned. Councillor Nolan noted it was great to see these units being fixed up for occupancy.

The Director of Planning & Economic Development completed a site inspection on a residence on Ville Marie Drive after concerns were raised regarding flooding issues and noise from a business at the rear of the property. After speaking with the property owners, it was determined that there were no real issues to be dealt with.

The Animal Control – Anti-Litter Officer had two incidents involving dogs, which were resolved by the Animal Control – Anti-Litter Officer and the dog owners.

Operations are good at the Marystown Volunteer Fire Department, which received three calls since the last Committee meeting. The Junior Firefighters Program got underway on September 13th with a new group of participants.

The Emergency Services Division, with the Department of Justice and Public Safety, now has its own website which will be activated during severe weather and other provincial emergencies in order to provide up-to-date and accurate information.

September 28, 2023, is Test Your Smoke Alarm Day. The Fire Department encourages all residents to check their smoke alarms to ensure they are working properly. On behalf of the

Department, Councillor Nolan thanked Aylward's Home Hardware for their ongoing support of the Department's Fire Prevention Contest.

The Committee discussed the importance of firefighters being able to leave their place of work to respond to a fire call. Councillor Nolan thanked the various employers for understanding that need and noted it's also important to ensure that enough firefighters are available in the event of an emergency call.

The Marystown Volunteer Fire Department purchased its SCBA compressor and fill station second hand and it is approximately eight years old. It is utilized by other fire departments in the region and is in need of replacement.

Motion

MMC 2023 09 19/004R

Moved by Councillor Nolan, seconded by Councillor Hodder

“BE IT RESOLVED approval be given to submit an application to the Department of Municipal and Provincial Affairs for a Community Collaboration Grant to assist in the purchase of a new SBCA compressor and fill station for the Marystown Volunteer Fire Department.”

Motion carried unanimously.

Councillor Nolan and Fire Chief Bolt attended a meeting with the Town of Winterland on September 14th for guidance on retention, recruitment, training and so forth. It was a good meeting with the Winterland Town Council and some firefighters who were in attendance. Councillor Nolan and Fire Chief Bolt passed on some advice on how to develop in certain areas, noting the Marystown Volunteer Fire Department would help in any way needed. It was also noted that should the Winterland Fire Department need assistance during an emergency call, the Marystown Volunteer Fire Department would provide assistance when requested, as has been done in the past with other neighbouring communities. The Town of Winterland and its Fire Department expressed appreciation for various ideas discussed and the offer for assistance. Fire Chief Bolt will be following up with the Winterland Fire Department for a progress update.

Recreation Committee

Deputy Mayor Walsh reviewed the minutes of the Recreation Committee meeting held on September 12, 2023. Deputy Mayor Walsh noted this was the first meeting since the Tourism & Special Events Committee merged with the Recreation Committee.

The Kaetlyn Osmond Arena is operating well and is in great shape for the upcoming winter season with the roof newly replaced and the interior painted. Keep Cool will be in the area soon to complete the startup and maintenance check on the refrigeration system. Ice is scheduled to be put on the rink by September 29th as there will be a Hockey School on the weekend of September 29th to October 1st with Marystown Minor Hockey. Ice Crystals Figure Skating will start the week of October 2nd.

Deputy Mayor Walsh advised that a job posting for a seasonal custodian for the Kaetlyn Osmond Arena has been advertised. This position will also assist in other facilities as needed. The deadline to apply for the position is September 22nd.

The Director of Recreation & Community Services advised there was an ammonia leak at the Kaetlyn Osmond Arena last week. The Director of Recreation & Community Services commended the Marystown Volunteer Fire Department for their quick response and assistance. Proper protocol was followed which allowed the arena to get back up and running again by the following day. As noted, the ice will be going on the rink at the arena soon.

The YMCA was very busy over the summer season and there was an increase in membership since the new pilot was introduced. Swimming lessons are scheduled to begin soon with additional times added in order to accommodate more children. The new Fall Program Guide began yesterday.

The Marystown YMCA is offering an After Day Play Program in the afternoons, which allows children to attend the YMCA from 2:30 p.m. - 5:15 p.m. Monday to Friday. The program was shared on the Town's Facebook Page. Deputy Mayor Walsh advised that it was the responsibility of the parent or guardian to provide transportation for their children from the school to the YMCA.

The new adult change table that was ordered for the YMCA has arrived and is ready to be installed. This table will be available for use by any resident regardless of membership. Anyone needing to avail of the table can speak to staff at the front counter to gain access. Follow-up is being made with a firm on professional installation of the adult change table after which it will be announced to the public that it is installed and ready for use.

With the summer season winding down, soccer pitches and softball diamonds are getting cleaned up following a whole summer of high activity. Prep work was carried out recently to ready the various playgrounds for new equipment and some of that equipment has already been installed.

As noted, the Recreation Committee and the Tourism & Special Events Committee have merged to form one Committee. The next event coming up is the 3rd Annual Trunk or Treat taking place on October 29th at the Peninsula Mall parking lot. Councillor Hodder will be spearheading that event again and any business interested in signing up to participate can get in touch with her.

On September 16th, EverWind Fuels hosted an Appreciation Fun Day at the Kaetlyn Osmond Arena. The event was well-attended and included a BBQ with lots of food and plenty of volunteers to assist. Deputy Mayor Walsh thanked EverWind Fuels for hosting the event.

With the summer season coming to an end, the last bingo that was to take place on August 8th, but ultimately cancelled, will not go ahead at all this year.

Motion

MMC 2023 09 19/005R

Moved by Deputy Mayor Walsh, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to accept the following as members of the Recreation Committee:

- Cindy Pardy
- Bernard Pike
- Krista Walsh”

Motion carried unanimously.

Motion

MMC 2023 09 19/006R

Moved by Deputy Mayor Walsh, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to extend the membership/fee schedule, which was piloted for the YMCA by way of motion on December 20, 2022, by another six months from the end of 2023 to June 30, 2024”

Motion carried unanimously.

It's hoped that membership at the YMCA will continue to grow.

Public Works Committee

In the absence of Councillor Keating, Councillor Hodder reviewed the minutes of the Public Works Committee meeting held on September 13, 2023.

Motion

MMC 2023 09 19/007R

Moved by Councillor Hodder, seconded by Councillor Edwards

“BE IT RESOLVED approval be given to accept the Prime Consultant Agreement received from the Department of Transportation and Infrastructure to enter into a contract for consulting services with Edwards and Associates for the Town of Marystown Ville Marie Drive Road Upgrades Project, Project No. 17-MYCW-24-00153, with engineering fees in the amount of \$11,707.22 including HST; and

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

Motion carried unanimously.

Councillor Hodder advised that she was now the new Co-Chair of the Public Works Committee but as she was absent from the last Public Works Committee, Councillor Hodder deferred to former Co-Chair Mayor Keating for an update.

Weather-wise, there's been some wind and rain but fortunately, the Town never experienced any damage but there were some washouts in some areas. Mayor Keating cautioned motorists to be aware of those areas. There is some road maintenance pending before the winter season starts.

The water treatment plant is back up and running and with the boil order lifted, the water is ok to consume. The new filters have been installed at the plant and they should be good for the next ten years.

There is still an issue with residents putting bulk garbage to the curb too early. Mayor Keating advised residents to check the waste management website for pickup dates first before putting it to the curb.

The new excavator purchased for the Town is due to arrive within the next month. The Town's shipment of winter salt is in storage and prep work has started to get ready for winter.

Motion

MMC 2023 09 19/008R

Moved by Councillor Hodder, seconded by Councillor Nolan

“BE IT RESOLVED approval be given to register the Town Electrician for the Water Treatment Class 1 and 2 training taking place December 5-8, 2023, in St. John’s, NL.”

Motion carried unanimously.

Motion

MMC 2023 09 19/009R

Moved by Councillor Hodder, seconded by Deputy Mayor Walsh

“BE IT RESOLVED approval be given to hire two temporary heavy equipment operators for the Public Works Department for a period of twelve weeks each.”

Motion carried unanimously.

Motion

MMC 2023 09 19/010R

Moved by Councillor Hodder, seconded by Councillor Nolan

“BE IT RESOLVED approval be given to submit an application to Newfoundland Power for the installation of a streetlight on Fox Hill.”

Motion carried unanimously.

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on September 13, 2023.

Motion

MMC 2023 09 19/011R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED approval be given to pay for consignment sales at the Marystown Model Ship Gallery to Mr. Harold Moulton in the amount of \$1,035.00 including HST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/012R

Moved by Councillor Edwards, seconded by Councillor Nolan

“BE IT RESOLVED approval be given to pay for consignment sales at the Marystown Model Ship Gallery as follows:

- Eric Kendall - \$225.00 including HST
- Bruce Snook - \$120.00 including HST
- Jim Beazley - \$30.00 including HST
- Harold Moulton - \$60.00 including HST
- Pat Baker - \$75.00 including HST
- Frank Thornhill - \$180.00 including HST”

Motion carried unanimously.

Motion

MMC 2023 09 19/013R

Moved by Councillor Edwards, seconded by Deputy Mayor Walsh

“BE IT RESOLVED approval be given to engage the services of LAT49 Architecture Inc. for the installation of an adult change table in the inclusive change room at the YMCA at a cost of \$9,829.05 including HST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/014R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED approval to pay the July Monthly Claim received from the YMCA of Newfoundland and Labrador dated July 31/23 in the amount of \$29,254.00.”

Motion carried unanimously.

Motion

MMC 2023 09 19/015R

Moved by Councillor Edwards, seconded by Councillor Nolan

“BE IT RESOLVED approval be given to adjust the remaining interest on Account No. SYMEJ003 as the principal and 50% of the interest has been paid in full.”

Motion carried unanimously.

Motion

MMC 2023 09 19/016R

Moved by Councillor Edwards, seconded by Councillor Myles

“BE IT RESOLVED approval be given to adjust the remaining interest on Account No. HODDJ012 as the principal and 50% of the interest has been paid in full.”

Motion carried unanimously.

Motion

MMC 2023 09 19/017R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED approval be given for the Director of Finance & Administration to complete the PSAS Update 2023 Course offered online by CPA Newfoundland and Labrador on October 12, 2023 at a cost of \$224.25 including HST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/018R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED approval be given to register Mayor Keating for the Asset Management Planning course offered through the Federation of Canadian Municipalities and NAMS Canada at the FCM subsidized cost of \$250.00 plus GST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/019R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED Council approve Poll Tax Ratification Listing 5-1 dated August 30, 2023, in the amount of \$8,661.49 as per policy.”

Motion carried unanimously.

Motion

MMC 2023 09 19/020R

Moved by Councillor Edwards, seconded by Councillor Nolan

“BE IT RESOLVED Council approve Accounts Payable Listing No. 8-1 as of September 13, 2023, in the amount of \$71,429.14 as per policy.”

Motion carried unanimously.

Motion

MMC 2023 09 19/021R

Moved by Councillor Edwards, seconded by Deputy Mayor Walsh

“BE IT RESOLVED approval be given for the Chief Administrative Officer to submit a Letter of Intent and Disclosure of Information Agreement to Transport Canada to start the divestiture process for the Government Wharf in Marystown, NL.”

Motion carried unanimously.

Planning & Development Committee

Councillor Myles reviewed the minutes of the Planning & Development meeting held on September 14, 2023.

Motion

MMC 2023 09 19/022R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED approval be given to submit a proposal to Atlantic Canada Opportunities Agency for the purpose of obtaining funding for the completion of the Design Build Proposal for Wind Energy Wharf and Laydown for the Marine Industrial Park.”

Motion carried unanimously.

The Committee discussed off Ville Marie Drive formerly occupied by CHCM Radio. The Town currently has a freeze on the Crown Land and has talked for years about its development, yet no decisions have been made. With the peninsula’s economic future beginning to brighten with the approval of a windfarm development, the Town is looking at lifting the freeze and doing an RFP to allow the land to be developed by third parties.

Motion

MMC 2023 09 19/023R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Kathleen Wells to operate Rosie’s Reel Em In Airbnb at 14 Main Street, Beau Bois, be approved.”

Motion carried unanimously.

Motion

MMC 2023 09 19/024R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Karine Cassidy-Robar to operate Karine’s Sunshine Cakes at 1 Charlotte Avenue be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/025R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Mallay’s Industrial Services to construct a commercial building measuring 60’ x 60’ at Lot No. 8 Kaetlyn Osmond Drive be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/026R

Moved by Councillor Myles, seconded by Councillor Nolan

“BE IT RESOLVED that an application received from Roger Durnford to construct an accessory building measuring 10’ x 12’ at 17 Barter’s Place be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/027R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Merrill Clarke to construct an accessory building measuring 18’ x 26’ at 93 Creston Boulevard be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/028R

Moved by Councillor Myles, seconded by Councillor Nolan

“BE IT RESOLVED that an application received from Shawn Brushett to construct an accessory building measuring 14’ x 16’ at 6 Janie’s Place be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/029R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Ian Edwards to construct an extension measuring 4.88m x 7.92m to an existing accessory building at 16 Silver Maple Court be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/030R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Paula Manning to subdivide a piece of commercial land at 226-230 Ville Marie Drive be approved, subject to site inspection.”

Motion carried unanimously.

Motion

MMC 2023 09 19/031R

Moved by Councillor Myles, seconded by Councillor Hodder

“BE IT RESOLVED that an application received from Sheldon Vaters to construct a triplex measuring 78’ x 32’ with two bedrooms per unit and construct a two-bedroom house measuring 30’ x 30’ at 424 Creston Boulevard be rejected as the current application does not meet the Town of Marystown’s Development Regulations as per section 6.2.10(4), Back Lots, regarding the allowance for only one dwelling to be located behind the other.”

Motion carried unanimously.

7. Correspondence

There was no correspondence to bring forward.

8. Approvals to Purchase**Motion**

MMC 2023 09 19/032R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED approval be given to the Fire Department to expend funds (meals and accommodations) for Fire Chief Bolt to attend ICS 300 training in St. John’s December 5-7/23 at a cost of \$666.52 including HST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/033R

Moved by Councillor Edwards, seconded by Councillor Myles

“BE IT RESOLVED approval be given to the Public Works Department to expend funds for module installation supervision through Trojan Technologies Group ULC as it relates to the installation of new filters at the water treatment plant at a cost of \$36,940.84 including HST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/034R

Moved by Councillor Edwards, seconded by Councillor Nolan

“BE IT RESOLVED approval be given to the Public Works Department to purchase a VFD (ABB Model: ASC580) plus door mounting for the water treatment plant from Sansom Equipment Limited at a cost of \$9,672.70 including HST.”

Motion carried unanimously.

Motion

MMC 2023 09 19/035R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED approval be given to the Public Works Department to purchase a VFD (ABB Model: ASC580) plus door mounting and freight for the water treatment plant from Sansom Equipment Limited at a cost of \$10,075.20 including HST.”

Motion carried unanimously.

Mayor Keating noted the water treatment plant is a large expense but it is important to the Town and its users. Mayor Keating commended those who work hard to keep it running.

9. Regulations

There were no regulations to bring forward.

10. Other Business

Councillor Edwards advised he spoke with members of Burin Peninsula Ground Search and Rescue and noted the organization has received additional funds from other communities to assist with their services and operations, which are provided to the peninsula as a whole at no cost. All donations are welcome and Councillor Edwards encouraged other communities that have yet to donate to do so.

Councillor Myles took a moment to thank everyone who was involved in organizing and assisting with the EverWind Fuels Appreciation Fun Day event this past Saturday. There was lots of food, entertainment and fun for all residents on the Burin Peninsula. Councillor Myles also thanked EverWind Fuels for hosting the event.

Councillor Hodder advised Eating Disorder Foundation NL will be hosting its first walk at the Track and Field Complex at 5:30 p.m. on September 23rd. As well, the Dan Cheeseman Memorial Softball Tournament will take place at the Track and Field Complex from September 29th to October 1st. Anyone wanting to get involved in that event should contact Mr. Melv Nurse. Councillor Hodder advised as well that the Take Back the Night walk will take place on September 24th at 6:30 p.m. Those participating will meet at the Town Hall parking lot and walk to the MADD Gardens.

Trunk or Treat will take place on October 29th on the Peninsula Mall parking lot. Councillor Hodder thanked those who will be participating again and entering a vehicle for the event and also thanked all new participants who are joining in on the event. As with past events, there will be costumes and a dance and it's hoped the turnout will be the same or bigger than last year.

Councillor Hodder encouraged all residents to attend the meeting at the Marystown Hotel on October 5th regarding Canning Bridge, noting it was an important meeting.

Mayor Keating advised the Town has been passing along information on the bridge when it becomes available but that information has been slow coming. Council did meet with Harbourside Engineering Consultants and now, the meeting on October 5th with the engineering firm and the Department of Transportation & Infrastructure will provide residents with an opportunity to ask their own questions and hear information first-hand. Mayor Keating advised the Minister will be meeting with Council at 11:00 a.m. prior to the public meeting at 6:00 p.m. later that day.

At 1:00 p.m. on Friday, September 22nd, Minister Dr. Haggie with the Department of Municipal and Provincial Affairs will be in Marystown to view the new Walk of Hope Trail on the Tolt Road and discuss aspects such as accessibility. Mayor Keating invited those who will be out in the area to take the time to listen to what the Minister has to say. The trail will be a beautiful trail however, it is not finished and work is ongoing.

Motion

MMC 2023 09 19/036R

Moved by Councillor Hodder, seconded by Councillor Edwards

“BE IT RESOLVED approval be given for the following changes to the Town’s standing committees:

- remove Mayor Keating as Co-Chair of the Public Works Committee and appoint Councillor Hodder as Co-Chair, with the understanding Councillor Keating will remain as Chair
- merge the Tourism & Special Events Committee and Recreation Committee to create the new Recreation and Tourism Committee with Deputy Mayor Walsh as Chair and Councillor Hodder as Co-Chair

with the understanding that all other Committees will remain as they are.”

Motion carried unanimously.

11. Notices of Motion

There were no notices of motion to bring forward.

12. Adjournment

The next meeting will take place October 3, 2023.

Motion

MMC 2023 09 19/037R

Moved by Councillor Edwards, seconded by Councillor Hodder

“BE IT RESOLVED the meeting was adjourned at 7:46 p.m.”

Motion carried unanimously.

Brian Keating
Mayor

Petrina Power
Town Clerk