MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON OCTOBER 17, 2017

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:  
Ben Letemplier, Director of Operations & Public Works  
Robert Warr, Director of Recreation & Community Services  
Petrina Power, Executive Clerk  

Regrets:  
Dennis Kelly, Chief Administrative Officer  
Alje Mitchell, Director of Planning & Development Control  
Barbara Walsh, Director of Finance & Administration  
Mike Walsh, Deputy Clerk  

Also present:  
Colin Farrell, The Southern Gazette  

1. Call to Order  
Mayor Synard called the meeting to order at 8:00 p.m. and welcomed everyone present. Mayor Synard advised the public that the meeting was rescheduled to a later time to allow several Councillors to attend the Community Business Development Corporation’s Annual General Meeting that took place earlier at 6:30 p.m.  

3. Adoption of Minutes  

September 6, 2017, Regular Council Meeting  

Motion  
MMC 2017 10 17/001R  

Moved by Deputy Mayor Myles, seconded by Councillor Keating  

“BE IT RESOLVED the minutes of the Regular Council Meeting held on September 6, 2017, be adopted.”  

Motion carried unanimously.  

Councillor Keating recommended that because these minutes were from a meeting of the previous Council, this Council should review them in full and bring back any issues to the next Council meeting.
October 10, 2017, Inaugural Council Meeting

Motion
MMC 2017 10 17/002R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED the minutes of the Inaugural Council Meeting held on October 10, 2017, be adopted.”

Motion carried unanimously.

October 5, 2017, Notes from Meeting with Grieg Seafoods NL Ltd.

Motion
MMC 2017 10 17/003R

Moved by Deputy Mayor Myles, seconded by Councillor Lewis

“BE IT RESOLVED the notes from the meeting with Grieg Seafoods NL Ltd. held on October 5, 2017, be tabled for information purposes.”

Motion carried unanimously.

4. Business Arising from Regular Meeting

September 6, 2017, Regular Council Meeting

The Executive Clerk made note of a Notice of Motion put forward by a former Councillor to adopt a Terms of Reference for an Accessibility and Inclusion Advisory Committee at the next Regular Council Meeting. As the meeting of September 6, 2017, was the last meeting held by the former Council and the Terms of Reference would have to be adopted by the newly elected Council, that item was not placed on the agenda in order to give the new Council time to review the document.

October 10, 2017, Inaugural Council Meeting

There was no business from the Regular Council Meeting of October 10, 2017, 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 October 11, 2017.
Motion
MMC 2017 10 17/004R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED the following applications be approved subject to approval of applicable government departments and/or agencies and any conditions stipulated:

- Resident, Atlantic Street – Crown Land for the purpose of an extension to private land
- Resident, Greenwood Street Extension – Crown Land for the purpose of residential development.”

Motion carried unanimously.

Motion
MMC 2017 10 17/005R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED the following applications be approved subject to approval of applicable government departments and/or agencies and any conditions stipulated:

- Juanita Lake-Pittman, 177 Ville Marie Drive – operate a mobile food trailer (The Grub Box), subject to Government Services Centre
- Jody and Lesley Reid, 48 Marine Drive – operate a mobile cleaning business (Indisputably Speckless Cleaners)
- Rita Pittman, 653 Ville Marie Drive – operate a home-based woodworking business (Mudder & Me Creations).”

Motion carried unanimously.

Motion
MMC 2017 10 17/006R

Moved by Councillor Brennan, seconded by Deputy Mayor Myles

“BE IT RESOLVED the following applications be approved subject to approval of applicable government departments and/or agencies and any conditions stipulated:

- Resident, 358 Creston Boulevard – construct extension to accessory building measuring 16’ x 8’ and erect fencing
- Resident, 69 Greenwood Street – construct accessory building measuring 34’ x 26’
- Resident, 404 Creston Boulevard – construct accessory building measuring 16’ x 20’
- Resident, 2-8 Hollett’s Road – construct residence measuring 44’ x 32’.”

Motion carried unanimously.
**Motion**
MMC 2017 10 17/007R

Moved by Councillor Brennan, seconded by Councillor Keating

“**BE IT RESOLVED** Council ratify approval of an application received from a resident to construct an accessory building measuring 15’ x 24’ at 57 Greenwood Street.”

Motion carried unanimously.

**Motion**
MMC 2017 10 17/008R

Moved by Councillor Brennan, seconded by Councillor Lewis

“**BE IT RESOLVED** Council ratify approval of an application received from Canada Fluorspar (NL) to construct a temporary fluorspar storage facility measuring 33.5m x 80.5m at the Kiewit Offshore Fabrication Facility.”

Motion carried unanimously.

It was noted that Council will need to have a meeting with CFI in the very near future to open a line of communication and discuss the increase in traffic from the Cow Head facility through Marystown to St. Lawrence.

**Motion**
MMC 2017 10 17/009R

Moved by Councillor Brennan, seconded by Councillor Lewis

“**BE IT RESOLVED** approval be given for the A/Town Clerk to contact senior officials with Canada Fluorspar (NL) to arrange a meeting between Council and CFI to open a line of communication and discuss the increase in traffic from the Cow Head facility through Marystown to St. Lawrence.”

Motion carried unanimously.

Councillor Brennan reviewed the minutes of the Planning & Development Committee meeting held on September 14, 2017.
Motion
MMC 2017 10 17/010R

Moved by Councillor Brennan, seconded by Councillor Tremblett

“BE IT RESOLVED the following applications be approved subject to approval of applicable government departments and/or agencies and any conditions stipulated:

• OK Tire & Auto Service, 6 Columbia Drive and 146 McGettigan Boulevard – erect signage at Subway Restaurant and Robins donuts, subject to the signage at the Subway Restaurant property facing the Subway Restaurant
• Beulah Francis, 38 Mount Vincent Crescent – operate a home-based business (Joys of Life Spa), subject to site inspection and registration with Government Service Centre
• Paul Green, 951 Ville Marie Drive – operate a home-based business (Cutting Edge)
• Marilyn Blagdon, 17-19 Greenwood Street – construct garbage shed measuring 6’ x 8’ at B&B Convenient Mart, subject to site inspection
• Lisa Slaney, 3A Harris Drive Business Park – occupy a temporary Campaign Office.”

Motion carried unanimously.

Motion
MMC 2017 10 17/011R

Moved by Councillor Brennan, seconded by Councillor Lewis

“BE IT RESOLVED the following applications be approved subject to approval of applicable government departments and/or agencies and any conditions stipulated:

• Resident, 1 Murphy’s Road – construct a boat house measuring 16’ x 24’, subject to site inspection
• Resident, Henry Mayo’s Road – construct a residence measuring 40’ x 30’, subject to site inspection
• Resident, 38-40 Bayview Street – construct accessory building measuring 24’ x 20’
• Resident, Creston Boulevard – construct two-unit residential building measuring 55’ x 49’, subject to site inspection.”

Motion carried unanimously.

Motion
MMC 2017 10 17/012R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED approval be given to issue a Development Permit to the Town of Marystown for a parcel of land located 1Km east of North West Bridge on Route 210 to level and remove access material for future recreational development.”

Motion carried unanimously.

Town Council of Marystown
Regular Council Meeting
October 17, 2017
Motion
MMC 2017 10 17/013R

Moved by Councillor Brennan, seconded by Councillor Keating

“BE IT RESOLVED approval be given to officially name a street off Ville Marie Drive, which was informally known as Pole Road, as Raymond’s Road.”

Motion carried unanimously.

Finance Committee

Councillor Edwards reviewed the minutes of the Finance Committee meeting held on October 12, 2017.

Motion
MMC 2017 10 17/014R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to pay Invoice No. 9713 as received from M & M Printing Inc. dated September 14, 2017 in the amount of $1,265.07 including HST for Municipal Election ballots.”

Motion carried unanimously.

Motion
MMC 2017 10 17/015R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to support the Marystown Lions Club Annual Community Spirit Calendar through the purchase of a double block ad, size 3 ½” x 1 ¼” at a total cost of $120.00 including HST.”

Motion carried unanimously.

Motion
MMC 2017 10 17/016R

Moved by Councillor Edwards, seconded by Councillor Tremblett

“BE IT RESOLVED that, as per the inspection completed by the Director of Planning & Development Control in October 2016, approval be given to adjust the 2016 and 2017 Business Tax and applicable interest for Account No. FINEL001 in the amount of $753.24 as the business ceased operations in October 2016.”

Motion carried unanimously.
Motion
MMC 2017 10 17/017R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED Council ratify the reduction of the 2016 and 2017 Property Taxes for property located at 14 Kelly’s Pond Road for Account No. WALSG002 in the amount of $678.27 as there is no access to the property.”

Motion carried unanimously.

Motion
MMC 2017 10 17/018R

Moved by Councillor Edwards, seconded by Councillor Brennan

“BE IT RESOLVED approval be given to reimburse fifty percent of interest incurred on Account No. MOLLO001 in the amount of $4,415.12, as per policy.”

Motion carried unanimously.

Motion
MMC 2017 10 17/019R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to adjust fifty percent of interest incurred on Account No. WALSBO05 in the amount of $168.96, as per policy.”

Motion carried unanimously.

Motion
MMC 2017 10 17/020R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED Council ratify approval for Mayor Synard to attend the Placentia Bay Industrial Showcase which took place in Placentia September 20-21, 2017.”

Motion carried unanimously.

Councillor Edwards advised Council that a Finance Committee meeting took place on September 14, 2017, under the former Council. Council Edwards preferred to defer those minutes for further review by the new Committee Chair and Co-Chair.
Motion
MMC 2017 10 17/021R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to defer the minutes, and all recommendations contained within, of the Finance Committee meeting held on September 14, 2017, for further review.”

Motion carried unanimously.

Councillor Edwards advised that Lat49 Architecture Inc. has forwarded Claim No. 12 payable to EnerCon Builders Inc. in the amount of $86,634.17 including HST. The claim is for the payment of the holdback for the renovations and expansion to the Town Hall.

Motion
MMC 2017 10 17/022R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to defer payment of Claim No. 12 received from Lat49 Architecture Inc. payable to EnerCon Builders Inc. for the holdback on the Town of Marystown Renovation and Expansion Project, DMA No. 17-MYCW-12-11188 in the amount of $86,634.17 including HST until such time as a full inspection has been completed on the building.”

Motion carried unanimously.

It was noted that Council will need to do a complete walk-through of the interior and exterior of the building to discuss deficiencies and overruns. Council will also need to compare the full cost of the project to the budget that was approved and review the individual contracts; staff will be asked to put together the necessary information. Councillor Edwards advised that the building cost $2,230,145.62, which doesn’t include the cost for temporary office space or the new furniture.

Mayor Synard referenced one item from the deferred minutes of the Finance Committee meeting of September 14, 2017, that should be brought forward.

Motion
MMC 2017 10 17/023R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to write letters to the Government of Newfoundland and Labrador and Memorial University voicing concern regarding the change of structure of the medical internship program at Memorial University which removed the two international seats previously available for students to complete their medical residency with Memorial University as the change of structure prohibits a young resident of Marystown from completing his medical residency in Newfoundland and Labrador and allowing him to practice in Newfoundland and Labrador for a period of approximately seven years.”

Motion carried unanimously.
Motion
MMC 2017 10 17/024R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given for the purchase of three tickets for the Burin Peninsula Chamber of Commerce’s Business Awards taking place on October 19, 2017, at a cost of $50.00 per ticket.”

Motion carried unanimously.

Public Works Committee

Councillor Keating reviewed the minutes of the Public Works Committee meeting held on October 11, 2017.

Motion
MMC 2017 10 17/025R

Moved by Councillor Keating, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to renew the existing 24/7 Technical Phone Support Contract with Pall Technology Services for the Water Treatment Plant in the amount of $6,650.45 including HST for a Custom Water Package up to five racks.”

Motion carried unanimously.

It was noted that the Public Works Department screened approximately 1,700 tons of winter sand from a parcel of Crown Land the Town has on the Northwest Road. Screening winter sand has resulted in substantial savings for the Town. However, it was noted that the land in question is zoned as Recreational in the Town’s Municipal Plan. Follow-up will be made with Tract Consulting, the company working on the Town’s new Municipal Plan and Development Regulations, to have the land zoned properly to allow for continued use of the land by the Public Works Department.

Councillor Keating advised that Council will need to review the Town’s five-year plan. Several projects are either starting or finishing, including the Stapleton’s Road Retaining Wall Project, the Canning Bridge Waterline Replacement Project and the waterline replacement from the old pump house to Walmart.

Councillor Keating advised that the Town’s Water Treatment Operator is the sole worker at the Water Treatment Plant. The Director of Operations and Public Works is following up on the cost to train a second person for the purpose of relieving the Water Treatment Plant during annual leave, etc. A Water Treatment Operator Level I course is scheduled for October 30th; follow-up will be made to determine who within the Public Works Department is interested in the training.

The Clam Pond pump house normally operates on three pumps however, only one is currently working. One new pump is on the way and a second one needs to be ordered as the pumps can only be replaced, not repaired. The current pumps are over twelve years old and have had anywhere from 49,000 to 54,000 starts which is extremely high compared to actual running time.
for each pump. The pump that is on the way is the only pump to be found in North America while the second one will take anywhere from 8 to 10 weeks delivery time. It was questioned whether Council should look at a different brand of pump, pending compatibility. It was thought that the new intake installed for the plant would alleviate the number of starts on each pump, which is causing the wear and tear on them. Councillor Keating advised that follow-up will be made to review this and other issues around town with the Director of Operations & Public Works.

Councillor Keating advised that there will be a representative at the upcoming MNL Convention to discuss the Federal Wastewater Effluent Regulations. The Town needs to address its own outfalls to comply with the regulations. The Town has approximately 48 outfalls with about 12 of them requiring flow metering. It will cost approximately $20,000.00-$25,000.00 to monitor one outfall for a year’s worth of data. The Town will be looking into possible funding so this project can be started within the next year.

Councillor Keating advised that the three sets of traffic lights in the core area of Marystown are in bad shape and are starting to become an eyesore. Follow-up will be made to get some information on a course that will be taking place in St. John’s on traffic light repairs.

As the Town’s representatives, Deputy Mayor Myles and Councillor Keating had a meeting with Mr. Harold Murphy, Chair of the Burin Peninsula Regional Service Board. There is concern regarding litter and rodent issues caused by wooden garbage bins that are still in use. The Board will make the use of the plastic bins mandatory by June 1, 2019, however, the Town has the authority to ban the use of wooden bins. Council should also look into whether the Town could consider purchasing the plastic bins at a bulk price and making them available to residents at the Town’s cost.

Recreation Committee

Councillor Lewis advised that the Recreation Committee met on September 7, 2017.

Councillor Lewis advised that she met with the Director of Recreation & Community on October 16, 2017, for a briefing.

Councillor Lewis thanked the past members of the Committee for their time, effort and dedication.

Summer programs have ended. Each year, programs improve and participation grows which is reflective of the work by our volunteers. The outside workers worked hard on preparing and maintaining our outdoor facilities, including the fields, walking trails, open spaces, playgrounds, etc. With members of the Public Works Department, the Recreation Department staff have been able to make some improvements on the Town’s facilities. The maintenance of the grounds for the YMCS is also maintained by the Town and an outstanding job is being done by one person only.

The outdoor facilities have been winterized, including liming and fall fertilizing to the fields to keep them in good shape over the winter.

Over the summer, a new rink board system was constructed at the Kaetlyn Osmond Arena. Councillor Lewis advised that during the upgrades to the arena, an ammonia leak was discovered.
in the chiller in July and while it was a lengthy and costly repair, the upside was that it happened during the off season. Other maintenance has been done to ensure the arena will operate as smoothly as possible during the winter season. The doors to the Kaetlyn Osmond Arena opened on October 6, 2017, and users seemed pleased with the new upgrades.

A meeting was held on September 24/17 with all user groups for at the arena and a new schedule was put in place that seems to favour everyone’s requests.

All programs are up and running at the arena and new rental fees have been posted on the Town’s website and Facebook Page as well as on the arena bulletin board. There has been an increase of $5.00 across the board for all rental fees due to inflation and the costs associated with an arena, which all user groups were advised of last year.

Last week, the Department was advised by Sport NL that Marystown will host the 8th Annual SPORTFEST, a two-day event designed to showcase the diversity of organized sport available to youth in the province. The event will take place in July 2018.

Councillor Lewis noted that recreation is an important part of the town and it needs to continue to grow to promote a healthy lifestyle at any age. Anyone interested in participating as a volunteer of the Recreation Committee should contact Councillor Lewis of the Director of Recreation & Community Services. Councillor Lewis advised an email was forwarded to those who served on the Committee of the former Council to determine who was interested in continuing as a volunteer.

Mayor Synard advised that when construction started on the Recreation Complex, the tennis court that was in that location had to be removed and was to be reconstructed in another location. That project is still pending and should be addressed to have it in place for next summer.

**Motion**
MMC 2017 10 17/026R

Moved by Councillor Lewis, seconded by Councillor Tremblett

“BE IT RESOLVED approval be given to increase the fee for all ice time rentals at the Kaetlyn Osmond Arena by $5.00 per hour at the start of winter season 2017.”

Motion carried unanimously.

Councillor Brennan questioned whether the Town was responsible for operations at the YMCA. Mayor Synard advised that while the Town owns the building and is responsible for all maintenance, the YMCA is responsible for the programming and operating the building as the YMCA. The Town provides an operating grant to the YMCA each month to offset expenses not covered by revenue. Council is interested in reviewing the file to ensure that it is operating as efficiently as possible given that the Town is solely responsible for the operating grant. Councillor Brennan advised that he recently visited the building and noted that there is no area in the building to advertise community events to users. With the loss of CHCM, the Town and other organizations have had to depend on other sources of advertising and local community bulletin boards are one of them. With 1,822 members, the YMCA is a high traffic area but due to the YMCA’s policy, it’s a marketing tool that can’t be utilized. Mayor Synard noted that the YMCA
does have a Community Advisory Committee and a Finance Advisory Committee which members of staff and Council participate on. Follow-up will need to be made to fill the vacant Council seats after which it may be possible to address the policy at a meeting.

Tourism/Special Events Committee

Deputy Mayor Myles advised that he and Councillor Keating met briefly with the Director of Recreation & Community Services on October 11, 2017. Copies of the minutes of meetings for the past year were provided and the Committee did a brief review of the events that took place such as Bonfire Night, the Christmas Tree Lighting, Remembrance Day, Canada Day, the Relay for Life and other events. The biggest discussion took place on the upcoming summer and possibly revitalizing the Shining Seas Summer Festival. There was also some discussion on getting more involved in the Marystown Lions Club’s Winter Carnival.

The Terms of Reference for the Committee were also reviewed.

A list of past Committee members was provided and follow-up will be made to contact each person to determine whether they are interested in continuing with the Committee. Follow-up will also be made to advertise for more members if necessary in order to maintain a complement of nine volunteer resident members on the Committee.

The Committee will be discussing the possibility of contacting Targa NL and discussing potentially reinstating Marystown as a stage for the annual rally.

The Committee will also be contacting the Heritage Run Tourism Association and the Marystown Heritage Museum to open a line of communication as it pertains to promoting tourism in the area.

Protection to Persons & Property Committee

Councillor Tremblett advised that the previous members of the Protection to Persons & Property Committee met on September 13, 2017. As there were no recommendations to bring forward from those minutes, they were tabled for information purposes.

Councillor Tremblett advised that as the Chair of the Protection to Persons & Property Committee, she will also be the liaison between the Town and the Marystown Volunteer Fire Department and will be meeting with them on a monthly basis.

Councillor Tremblett offered her congratulations to the Marystown Volunteer Fire Department on their 50th Anniversary, noting she and other members of Council recently attended the Department’s annual banquet and ball.

7. Correspondence

- Email from Jason Brown, CEO, YMCA NL dated October 2/17 re: request for a conference call to discuss Council orientation of the Community Advisory Committee and Finance Advisory Committee.

This item will be addressed by Council at a later date.
8. Approvals to Purchase

Motion
MMC 2017 10 17/027R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to the Public Works Department for the rental of an aggregate screener for the screening of 1,700 tons of sand at the Dick’s Head Pit for the 2017-2018 snow clearing season in the amount of $3,450.00 including HST.”

Motion carried unanimously.

Motion
MMC 2017 10 17/028R

Moved by Councillor Edwards, seconded by Councillor Lewis

“BE IT RESOLVED approval be given to the Public Works Department for the rental of an aggregate screener for the screening of Class A, wash rock and oversized rock at the Track & Field Pit for Road Maintenance and Water & Sewer Maintenance in the amount of $3,450.00 including HST.”

Motion carried unanimously.

Motion
MMC 2017 10 17/029R

Moved by Councillor Edwards, seconded by Deputy Mayor Myles

“BE IT RESOLVED approval be given to the Public Works Department for the purchase of one 150HP submersible motor for the Clam Pond pump house in the amount of $23,021.85 including HST.”

Motion carried unanimously.

Motion
MMC 2017 10 17/030R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to the Water Treatment Department for the purchase of seven 1,000kg tote sacks of soda ash (pH control water additive) in the amount of $7,647.50 including HST.”

Motion carried unanimously.
Motion
MMC 2017 10 17/031R

Moved by Councillor Edwards, seconded by Councillor Keating

“BE IT RESOLVED approval be given to the Water Treatment Department for the purchase of one 1,000L tote of zinc orthophosphate (corrosion inhibitor water additive) in the amount of $5,768.98 including HST.”

Motion carried unanimously.

9. Regulations

There were no Regulations to bring forward.

10. Other Business

Councillor Keating advised he has been reviewing the Town’s Harassment Policy, which is dated 2005, noting that a committee needs to be set up to review the policy and claims made under the policy. Councillor Keating advised the Town expended $164,910.29 in costs to two different companies for harassment claims that in his opinion, could have been dealt with internally. Councillor Keating advised that one of the two companies charged $975.00 per day and worked on one complaint for 45.5 days. Mayor Synard noted it was a process that got out of control from the intent of the policy.

Councillor Keating advised that as a new Council, follow-up needs to be made in the near future to arrange a meeting with MHA Mark Browne.

11. Notices of Motion

There were no Notices of Motion to Bring Forward.

12. Adjournment

Mayor Synard advised that as per Council’s schedule, the next regular Council meeting will take place on November 7, 2017, at 7:00 p.m.

Before adjourning, Mayor Synard took a moment to recognize past Councillor, Mr. Albert Stacey.

Motion
MMC 2017 10 17/032R

Moved by Councillor Tremblett, seconded by Councillor Lewis

“BE IT RESOLVED the meeting was adjourned at 9:15 p.m.”

Motion carried unanimously.

Sam Synard       Petrina
Mayor        A/Town Clerk