

REGULAR GENERAL MEETING, APRIL 26, 2016

A Regular General Meeting of the Council of the Town of Stephenville was held in the Council Chambers at 12:16 p.m. on April 26, 2016.

Present: Mayor Tom O'Brien
Deputy Mayor Mike Tobin

Councillors: Don Gibbon
Laura Aylward
Darlene Oake

Absent: Councillors: Tom Rose
Justin House

Also Present: Town Manager/Acting Town Clerk, Mike Campbell

MINUTES

REGULAR GENERAL MEETING, APRIL 7, 2016

Motion – Gibbon/Tobin

No.16-75 That the Minutes of the Regular General Meeting of April 7, 2016 be adopted as circulated.

Carried Unanimously

PROCLAMATIONS AND DELEGATIONS

CHILD ABUSE PREVENTION MONTH, APRIL, 2016

Mayor O'Brien signed a proclamation declaring April 2016 as Child Abuse Prevention month in the Town of Stephenville.

DANCE WEEK

Mayor O'Brien signed a proclamation declaring Dance Week as April 23-29, 2016 in the Town of Stephenville.

COMMITTEE REPORTS

FINANCE COMMITTEE

POLL TAX

Motion - Gibbon/Tobin

No.16-76 That the recommendation of the Finance Committee be accepted and Poll Tax write-offs totaling \$2,394.14 be approved.

Carried Unanimously

PROPERTY TAX

Motion - Gibbon/Oake

No.16-77 That the recommendation of the Finance Committee be accepted and Property Tax write-offs totaling \$1,476.80 and adjustments totaling \$408.73 be approved.

Carried Unanimously

REMISSION OF TAX

Motion - Gibbon/Aylward

No.16-78 That the recommendation of the Finance Committee be accepted and Remission of Tax totaling \$3,652.27 be approved.

Carried Unanimously

BUSINESS TAX

Motion - Gibbon/Oake

No.16-79 That the recommendation of the Finance Committee be accepted and Business Tax write-offs totaling \$6,934.01 be approved.

Carried Unanimously

ACCOUNTS PAYABLE FOR MARCH, 2016

Motion - Gibbon/Tobin

No.16-80 That the recommendation of the Finance Committee be accepted and the Accounts Payable for March, 2016 totaling \$137,677.78 be approved.

Carried Unanimously

**MOTION, AUTHORIZATION FOR
MAYOR AND CLERK TO SIGN
AGREEMENT, 2013-2014
MUNICIPAL CAPITAL WORKS
PROGRAM, PROJECT
#17-MCW-14-14068, WATER
AND SEWER UPGRADE,
GROVE STREET**

Motion - Gibbon/Aylward

No.16-81 That the recommendation of the Finance Committee be accepted and the Mayor and Clerk be authorized to sign Amendment No. 1 to the Agreement dated September 20, 2014 between the Department of Municipal Affairs and the Town of Stephenville with respect to funding under the 2013-14 Municipal Capital Works Program, Project #17-MCW-14-14068, Water and Sewer Upgrade, Grove Street; approved funding in the amount of \$699,389 to be cost-shared on an 80/20 Provincial/Municipal basis.

Carried Unanimously

**MOTION, AUTHORIZATION FOR
MAYOR AND CLERK TO SIGN
AGREEMENT, 2015-2016
MUNICIPAL CAPITAL WORKS
PROGRAM, PROJECT
#17-MCW-13-12074, UPGRADES
TO AQUATIC CENTRE**

Motion - Gibbon/Oake

No.16-82 That the recommendation of the Finance Committee be accepted and the Mayor and Clerk be authorized to sign Amendment No. 1 to the Agreement dated March 27, 2014 between the Department of Municipal Affairs and the Town of Stephenville with respect to funding under the 2015-16 Municipal Capital Works Program, Project #17-MCW-13-12074, Upgrades to Aquatic Centre; approved funding in the amount of \$953,369 to be cost-

shared on an 80/20
Provincial/Municipal basis.
Carried Unanimously

Due to Work Commitments, Councillor Gibbon is stepping down as Finance Chair. Deputy Mayor Tobin will now take over that responsibility.

PERMITS AND MUNICIPAL PLAN

DELANEY HOLDINGS LIMITED, 10 PRINCESS AVENUE

DATA: Request for Outline Planning Permission to subdivide the property located at 10 Princess Avenue as per plot plan submitted.

It was the recommendation of the Planning and Traffic Committee that Outline Planning Permission be granted to subdivide the property located at 10 Princess Avenue, as per plot plan submitted, subject to compliance with all Town Regulations.

Motion - Aylward/Tobin

No. 16-83 That the recommendation of the Planning and Traffic Committee be accepted and Delaney Holdings Limited be granted a permit to subdivide the property located at 10 Princess Avenue, as per plot plan submitted, subject to conditions as outlined in the agenda data.

Carried Unanimously

LANNON HOLDINGS, 13-19 CRANE PLACE

DATA: Request for a permit to do minor exterior renovations to the four-plex apartment building, on the property located at 13-19 Crane Place.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations.

Motion - Aylward/Oake

No. 16-84 That the recommendation of the Planning and Traffic Committee be accepted and Lannon Holdings, be granted a permit to do minor exterior renovations to the four-plex apartment building, on the property located at 13-19 Crane Place, subject to conditions as outlined in the agenda data.

Carried Unanimously

**R.DAVIS SURVEYS LTD,
6 BOLAND'S DRIVE**

DATA: Request for a permit to erect a 16 foot by 20 foot shed, as per sketch submitted, on the property located at 6 Boland's Drive.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations.

Motion - Aylward/Gibbon

No. 16-85 That the recommendation of the Planning and Traffic Committee be accepted and R. Davis Surveys Ltd., be granted a permit to erect a 16 foot by 20 foot shed, as per sketch submitted, on the property located at 6 Boland's Drive, subject to conditions as outlined in the agenda data.

Carried Unanimously

**CST CONSTRUCTION LTD./
ULTRAMAR, 9 MAIN STREET**

DATA: Request for Outline Planning Permission to do interior renovations and reface existing signs on the property located at 9 Main Street.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to compliance with all Town Regulations.

Motion - Aylward/Tobin

No. 16-86 That the recommendation of the Planning and Traffic Committee be accepted and CST Construction Ltd., be granted Outline Planning Permission to do interior renovations and reface existing signs on the property located at 9 Main Street, subject to conditions as outlined in the agenda data.

Carried Unanimously

**CONTAINERIZED SANITATION
LTD., 253 CAROLINA AVENUE**

DATA: Request for a permit to operate a drive-in weigh scale and erect an 8 foot high fence with 4 gates, as per sketch submitted, on the property located at 253 Carolina Avenue.

It was the recommendation of the Planning and Traffic Committee that this permit be granted subject to the access to the scales being provided from Connecticut Drive only, the approval of Service NL and compliance with all Town Regulations.

Motion - Aylward/Oake

No. 16-87 That the recommendation of the Planning and Traffic Committee be accepted and Containerized Sanitation Ltd., be granted a permit to operate a drive-in weigh scale and erect an 8 foot high fence with 4 gates, as per sketch submitted, subject to conditions as outlined in the agenda data.

Carried Unanimously

**PROPOSED AMENDMENT,
OCCUPANCY PERMIT
POLICY**

DATA: It was the recommendation of the Planning and Traffic Committee that the Occupancy Permit Policy, which had been adopted at the Regular

General Meeting of November 28, 2013, by Motion No. 13-279, and which reads as follows:

An occupancy permit is required before a tenant occupies a commercial or residential structure no matter the length of time of the vacancy of the structure.

Be amended to read:

An occupancy permit is required:

i. before a tenant occupies a commercial or residential structure no matter the length of time of the vacancy of the structure;

ii. for a change of ownership or business name.

Motion - Aylward/Gibbon

No. 16-88 That the recommendation of the Planning and Traffic Committee be accepted and the Amendment, to Occupancy Permit Policy, as outlined in the Agenda Data, be adopted.

Carried Unanimously

**VANESSA ALEXANDER,
3 WINDSOR CRESCENT**

DATA: Request for a Permit to construct a prefabricated Future Steel accessory building, as per sketch submitted, on property located at 3 Windsor Crescent.

It was the recommendation of the Planning and Traffic Committee that Motion No. 16-51 be rescinded.

It was the recommendation of the Planning and Traffic Committee that a Permit be granted subject to the exterior shed finish matching that of the residence and compliance with all Town Regulations.

Motion - Aylward/Tobin

No. 16-89 That the recommendations of the Planning and Traffic Committee be accepted; and Motion No. 16-51 be

rescinded; Further that Vanessa Alexander be granted a permit to construct a prefabricated Future Steel accessory building, as per sketches submitted, on property located at 3 Windsor Crescent subject to conditions as outlined in the agenda data.

Carried Unanimously

NEW BUSINESS

McHAPPY DAY

McHappy Day is Wednesday, May 4th. A percentage of all sales that day will be donated to the Ronald McDonald House Charity. The Mayor and Deputy Mayor will be in attendance that day.

MNL WESTERN REGIONAL MEETING, CORNER BROOK

Deputy Mayor Tobin reported on the MNL Western Regional Meeting he attended in Corner Brook on April 8-9, 2016. He updated council on the agenda items and discussions which took place at the meeting.

STEPHEN AWARDS

Councillor Oake stated she would like to congratulate all recipients of the Stephen Awards and thanked all for a large attendance at the banquet.

Mayor O'Brien thanked Councillors Oake and Gibbon for their time and efforts in organizing a successful event.

ADJOURNMENT

Motion – Aylward/Gibbon

No. 16-90 That the meeting adjourn at this time,
12:40 p.m.

Carried Unanimously

CHAIRPERSON

DATE CONFIRMED