

**PUBLIC COUNCIL MEETING
December 14th, 2023**

A public council meeting was held at the Town of Stephenville Town office on Thursday December 14th, 2023. The meeting was also streamed.

Present	Tom Rose	Mayor, Chairperson
	Susan Fowlow	Deputy Mayor
	Laura Aylward	Councillor (Online)
	Tracy Boland	Councillor
	Tristan Hulan	Councillor (Online)
	Lenny Tiller	Councillor
	Myra White	Councillor

Staff: Jonathan Galgay, CAO
Jennifer Brake, Town Clerk

CALL TO ORDER

Mayor Rose called the meeting to order at 7:03 PM

APPROVAL OF AGENDA

23-374 Boland/Tiller
Be it resolved that the agenda be approved as presented.
In Favor: 6 Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

Councillor Aylward was disconnected from the meeting at 7:04pm and was unable to vote.

LAND ACKNOWLEDGEMENT

We respectfully acknowledge the Town of Stephenville as the ancestral homeland of different populations of Indigenous people. We also acknowledge with respect, the rich histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of the Province of Newfoundland and Labrador.

APPROVAL OF MINUTES

23-375 White/Fowlow
Be it resolved that the minutes of November 23rd, 2023, public council meeting be approved as presented.
In Favor: 6 Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

23-376 Boland/White
Be it resolved that the minutes of December 5th, 2023, special public council meeting be approved as presented.
In Favor: 6 Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

Public Meeting of Council December 14th, 2023

Councillor Aylward rejoined the meeting at this time 7:07pm

MATTERS ARISING FROM MINUTES

None

PROCLAMATIONS AND DELEGATIONS

None

COMMITTEE REPORTS

FINANCE COMMITTEE

Deputy Mayor Fowlow presented the recommendations from the finance committee meeting held on December 11th, 2023 for councils approval.

Water & Sewer

23-377

Fowlow/Aylward

Be it resolved to approve adjustments to Water & Sewer Tax in the amount of \$1,656.00.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0 Motion Carried

Property & Business Tax- Stephenville Airport Corporation

23-378

Fowlow/White

Be it resolved to approve, as per motion No. 23-213 to write off property and business tax with interest to August 25, 2023 in the amount of \$ 350,497.45 for Stephenville Airport Corporation.

In Favor: 6 Aylward, Boland, Fowlow, Hulan, Rose, White

Opposed: 1 Tiller Motion Carried

Accounts Payable November 2023

23-379

Fowlow/Tiller

Be it resolved to approve Account Payable for November in the amount of \$187,328.94.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0 Motion Carried

Expense Cheques November 2023

23-380

Fowlow/Aylward

Mayor Rose declared conflict of Interest; he left the council table.

Motion Amended

Be it resolved to approve to pay Expense Cheques in the amount of \$260,546.79, minus items 23 & 49, which will be removed for a new motion.

Be it resolved to approve Expense Cheques for November in the amount of \$260,546.79

In Favor: 6 Aylward, Boland, Fowlow, Hulan, Tiller, White

Opposed: 0 Motion Carried

Expense Cheques No. 23 & No.49

23-381 Fowlow/White

Be it resolved to approve to pay expense check listing for the amounts stated for item No. 23 & No. 49

23.	Tom Rose NEI Event Fee, misc.	\$ 151.60
49.	Tom Rose Islanders Dinner Reimbursement	\$ 2,990.00

Question was called related to No. 49

In Favor:	3	Aylward, Fowlow, White
Opposed:	3	Boland, Hulan, Tiller

Motion defeated.

Expense Cheque No. 23

23-282 Fowlow/Aylward

Motion Amended

Be it resolved to defer item No. 23 for further review and clarification.

Fowlow/White

Be it resolved to approve to pay expense check listing item 23
No. 23 Tom Rose NEI Event Fee, misc. \$ 151.60

In Favor:	6	Aylward, Boland, Fowlow, Hulan, Tiller, White
Opposed:	0	Motion Carried

Expense Cheque No.49

23-383 Fowlow/White

Be it resolved to pay expense cheque listing No. 49 as listed

In Favor:	3	Aylward, Fowlow, White
Opposed:	3	Boland, Hulan, Tiller

Motion defeated.

Mayor Rose returned to the council table and resumed as chair.

Request for Sponsorship- The Royal Canadian Legion Newfoundland & Labrador

23-384 Fowlow/Boland

Be it resolved that the Town of Stephenville purchase an ad in the amount of \$310.00, in the Royal Canadian Legion, 24th Veteran Service Recognition Book.

In Favor:	7	Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed:	0	Motion Carried

Request for Grant-Stephenville Emergency Food Bank

23-385

Fowlow/Tiller

Be it resolved to give a grant in the amount of \$7,500.00 to the Stephenville Emergency Food Services to support Christmas Hampers.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

Request for Proposal 2023-007- Sale of Land & Building, Stephenville Industrial Building

23-386

Fowlow/White

Be it resolved that the Town of Stephenville proceed with the proposal submitted by World Energy GH2 for RFP 2023-007, subject to legal review and Ministerial Approval.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

Approval of Signing Officers

23-387

Fowlow/Aylward

Be it resolved that the signing officers for the Town of Stephenville, in order of authority: For council - Mayor, Tom Rose, Deputy Mayor Susan Fowlow. Staff: Chief Administrative Officer, Jonathan Galgay and Town Clerk Jennifer Brake.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

Approval of Appoint Acting Town Clerk

23-388

Fowlow/Boland

Be it resolved that in the absence of the Town Clerk, Jonathan Galgay be appointed Acting Town Clerk.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

Authorization for Expenditures

23-389

Fowlow/Tiller

Be it resolved that the Chief Administrative Officer may approve expenditures up to \$5,000 to carry out business of the council, Pursuant to the Municipalities Act, 1999 Section 58.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Opposed: 0 Motion Carried

GPU Lease Invoice

23-390

Fowlow/Aylward

Be it resolved to repeal invoice number 20386746 in the amount of \$3404.20 excluding HST issued to Stephenville Dymond International for GPU lease payments for month of September and prorated for the month of August. The Dymond International airport assumed the lease from the Town of Stephenville effective October 1, 2023.

In Favor: 6 Aylward, Boland, Fowlow, Hulan, Tiller, White
Opposed: 1 Tiller Motion Carried

Adoption of Budget 2024

Deputy Mayor Fowlow presented the preamble for the 2024 Budget.

To councillors and to the Mayor and town staff and all attendees who are present I want to thank you for attending. I would like to thank council and staff who have worked diligently to prepare this budget and we are pleased to announce that we have met our planned goals and objectives for 2023 including a high collection rate.

The objective of every year's budget is to fund areas of key services and infrastructure that enable our town to function smoothly and optimally in the town's administrative framework. These areas include corporate results, economic vitality, good governance, livable community, public safety and sustainable infrastructure. The importance of the annual municipal budget cannot be stressed enough.

Every year the budget process defines our town and lays down the path to be followed over the next fiscal term. To be specific about the town's revenue sources it is the property tax alone that accounts for the majority of the town's revenue sources.

The 2024 budget will see no changes in the residential mil rate remaining at 7.2 Mils while the commercial mill rate will slightly increase from 8 Mils to 8.2 Mils.

Residential Water & Sewer Tax moves from \$336 per household to \$384. An increase of \$48 per household. This is the first such increase in close to 20 years. The Commercial Water & Sewer Tax moves from \$648 to \$744, an increase of \$96. As you can appreciate, the global impact on rising costs for goods has impacted our operations, and therefore we have made this adjustment to reflect those costs.

In 2024 the Town of Stephenville will undertake three major infrastructure projects which include; Main Street Revitalization, Russell Heights and Rose Ave upgrades; in total an investment from Federal, Provincial and Municipal Governments of \$6.8 million.

The Town has recently issued RFP's for the sale of Town assets, including land and unoccupied properties. It is our goal to reinvest monies into town infrastructure, resources, and community initiatives for 2024 and into the future. We must ensure we prepare for the future growth of our town and ensure we provide quality services to residents.

Our Town is preparing for significant growth, and we must be prepared to ensure sound infrastructure, community engagement and ensure our residents have a healthy quality of life. We are committed to building stronger neighborhoods, and to provide quality services to our residents.

23-391

Fowlow/White

Be it resolved that the Town of Stephenville in accordance with Section 77 (1) of the Municipalities Act adopt the 2024 budget with operating revenues and expenditures totaling \$10,314,907.92.

In In Favor: 7
Opposed: 0

Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White
Motion Carried

Adoption of Tax Rates & Fees 2024

23-392

Fowlow/Tiller

Be it resolved to adopt the Town of Stephenville Tax Rates & Fees for 2024 as presented:

In In Favor: 7

Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0

Motion Carried

Christmas Arrangements to International Partners

23-392

Fowlow/Aylward

Be it resolved to send Christmas flowers in the amount of \$500 to be sent to international affiliates.

In Favor: 7

Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0

Motion Carried

International Affiliates:

1. Lake City, South Carolina
2. City of St. Germaine
3. DOB Academy in Delph Netherlands
4. City of Hamburg Germany

PERMITS AND MUNICIPAL PLAN

Councillor Tiller presented the recommendations from the Planning and Traffic committee meeting held on December 11th, 2023.

150 Minnesota Drive-GDR Enterprises Ltd.

23-393

Tiller/Aylward

Be it resolved to approve a permit to clear parcel of land for proposed collaborative care clinic on the property located at 150 Minnesota Drive, subject to compliance with all Town Regulations.

In Favor: 7

Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0

Motion Carried

53-55 Main Street- Whisked Wonders

23-394

Tiller/Boland

Be it resolved to approve a permit to open a bakery business and erect a sign on the building located at 53-55 Main Street, subject to compliance with all Town Regulations and approval of Service NL.

In Favor: 7

Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0

Motion Carried

14 St. Stephen's Street- Shelly's Snappy Scissors

23-395

Tiller/White

Be it resolved to approve a permit to open a home-based hair salon business from the residence located at 14 St. Stephen's Street, subject to compliance with all Town Regulations and approval of Service NL.

In Favor: 7

Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0

Motion Carried

34-38 Hansen Memorial Highway- Shea's Building Supplies Ltd.

23-396 Tiller/Boland

Be it resolved to approve a permit to clear property located at 34-38 Hansen Memorial Highway, subject to compliance with all Town Regulations.

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0 Motion Carried

141-147 Main Street- Riverstone Counseling & Consulting

23-397 Tiller/Fowlow

Councillor Aylward declared conflict of Interest, due to applicant being a relative; She left the council table.

Be it resolved to approve a permit to operate counseling service business from space in the building located at 141-147 Main Street, subject to compliance with all Town Regulations and approval of Service NL.

In Favor: 6 Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0 Motion Carried

Councillor Aylward returned to the council table

Public Meeting of Council Schedule 2024

23-398 Tiller/White

Be it resolved to approve to approve the Public Meeting of Council schedule for 2024.

January 11, 25

February 8, 22

March 14, 28

April 11, 25

May 9, 23

June 6, 20

July 11

August 1, 22

September 12, 26

October 10, 24

November 7, 21

December 5, 19

In Favor: 7 Aylward, Boland, Fowlow, Hulan, Rose, Tiller, White

Opposed: 0 Motion Carried

BY-LAWS AND REGULATIONS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Councillor Boland

The Christmas Adventure Event will take place on December 21st from 6:00pm – 9:00pm Main Street will closed to vehicular traffic from Beavercraft to Provincial Street.

Councillor Tiller

Councillor Tiller thanked the council, management, and staff for all the work in 2023.

Mayor Rose

Mayor Rose highlighted important activities that took place in 2023, that will contribute to economic growth and revenue for the community.

- Sale of Port of Stephenville to World Energy GH2, new investment of capital expansions and growth in the Port of Stephenville.
- Sale of the Stephenville Airport to the Dymond Group, no budget is allocated to support the airport, which can be reallocated into our community.
- Stephenville Industrial Facility, a sale/offer of ten million dollars which can be invested into our community.
- The Provincial Government announced \$40 million dollar contract to construct a new healthcare clinic in Stephenville adjacent to the hospital.

Mayor Rose extended Merry Christmas Greeting and Happy New Year.

NOTICE OF MOTION

None

ADJOURNMENT

23-399

Boland/Fowlow

Resolved that since there is no further business the meeting adjourned at 7:47pm

In Favor: 7

Alyward, Hulan, Rose, Tiller, White

Opposed: 0

Motion Carried