

# **PUBLIC MEETING OF COUNCIL**

**December 5, 2024**

A public council meeting was held at the Town of Stephenville Town office on Thursday December 5, 2024

Present: Tom Rose Mayor, Chairperson  
Susan Fowlow Deputy Mayor  
Laura Aylward Councillor  
Maurice Hynes Councillor  
Tom O'Brien Councillor  
Darren Roberts Councillor  
Myra White Councillor

Staff: Bill Ramsay, Chief Administrative Officer  
Candace Simon, Deputy Chief Administrative Officer  
Marilee Joy-Castillo, Communication Officer  
Mike Ratter, Community, Economic, and Industrial Development Manager  
Matt Simms, Planning and Development Manager

**The meeting was called to order at 12:06pm.**

## **Land Acknowledgment**

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 AGENDA**

**24-364** Moved by Councillor Roberts, Seconded by Councillor O'Brien

Be it Resolved to Approve the Agenda for December 5, 2024 as presented.

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

## **APPROVAL OF MINUTES**

**24-365** Moved by Councillor Roberts, Seconded by Councillor Hynes

Be it Resolved to approve Public Meeting of Council Minutes dated November 21, 2024

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**24-366** Moved by Deputy Mayor Fowlow, Seconded by Councillor Aylward

Be it Resolved to approve Special Meeting of Council Minutes dated November 29, 2024

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**MATTERS ARISING FROM MINUTES**

None

**PROCLAMATIONS AND DELEGATIONS**

None

**COMMITTEE REPORTS**

*FINANCE COMMITTEE*

The Finance Committee met on December 2<sup>nd</sup> the following items were recommended for council approval.

**Accounts Payable**

**24-367** Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to pay accounts payable dated December 5, 2024 in the amount of \$40,101.38.

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**Water and Sewer Tax**

**24-368** Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved to approve water and sewer adjustments in the amount of \$ 1,165.64.

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**Miscellaneous Account**

**24-369** Moved by Councillor White, Seconded by Councillor Roberts

Be it Resolved to approve write off on miscellaneous account in the amount of \$ 780.56

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**Approve to Award RFP 2024-10-001 - 163 Minnesota Drive**

**24-370** Moved by Councillor White, Seconded by Councillor O'Brien

Be it Resolved to Award RFP 2024-10-001 to the sole bidder Rock Physiotherapy & Wellness to purchase parcel of land located at 163 Minnesota Drive in the amount of \$110,189.00 or 3.72 sq/ft

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**Request for Donation – Annual Christmas Community Café**

**24-371** Moved by Councillor White, Seconded by Councillor Aylward

Be it Resolved to approve \$500.00 to the Southwestern Newfoundland Housing Stability Initiative (HSI) for their Annual Christmas Community Café being held at the Stephenville Lions Club.

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**Request for Sponsorship**

**24-372** Moved by Councillor White, Seconded by Councillor Hynes

Be it Resolved that the Town of Stephenville sponsor the College of the North Atlantic Achievement Award in the award of \$500.00

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

**Request for Grant – Stephenville Caribou Curling Club**

**24-373** Moved by Councillor White, Seconded by Councillor O'Brien

It was the recommendation of the committee to approve grant in the amount of \$20,000 to the Stephenville Caribou Curling Club.

Question was called: CAO stated the grant is required to facilitate the transfer of the facility to the town.

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

## **PLANNING AND DEVELOPMENT COMMITTEE**

### **Approval to Issue RFP- Feasibility Study**

**24-374** Moved by Councillor Aylward Seconded by Councillor White

Be it Resolved that the Town of Stephenville issue a Request for Proposal for Consulting Services to complete Childcare Centre Feasibility Study.

Question called: the study will provide crucial information regarding the design, cost and location to determine the project's viability.

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried

## **BY-LAWS, REGULATIONS, POLICYS**

None

## **UNFINISHED BUSINESS**

### **Councillor O'Brien**

#### **Christmas Adventure on Main Street**

The event will take place on December 20<sup>th</sup> from 5:00pm to 9:00 pm. Main Street will be closed to vehicular traffic from the intersection of Main Street and Queen Street to Boland Drive commencing at 2:00pm to prepare for the event.

## **NEW BUSINESS**

### **Mayor Rose**

He stated the Town of Stephenville website now has a feature that allows translations into any language directly on the platform. Additionally, bilingual street signs will be erected early in the new year on Main Street, West and Queen Street.

### **Councillor Aylward**

Annual Tree of Love Event will take place on December 9<sup>th</sup> at 7:00pm. Donations in memory of loved ones can be made in person at the hospital or by calling 643-7478.

She requested to receive a written update from government officials regarding the study of the new long-term care center in Stephenville that was approved in 2023 provincial budget.

### **Trans-Canada Highway Snow Clearing**

She expressed that the current snow clearing on the highway from Stephenville to Corner Brook is concerning. The snow clearing service does not adequately address the safety of travelers given this route is used by many commuters for work and medical appointments. She urged those who travel this route to send emails to government departments, including the Minister of Transportation and Works, as well as the Premier, to express that the current situation is unacceptable and 24/7 snow clearing should be implemented.

### **Chief Administrative Officer**

He advised residents that the Town is actively addressing enforcement orders for unpermitted structures in the community. He stated it's a lengthy process as the town needs to comply with statutory requirements under the legislation, and working with community and social agencies is essential.

He stated, we are currently in discussions with the fire department to work towards establishing a more structured schedule for additional fire and life inspections, ensuring the community is fully informed. The town has full authority to enforce fire and life safety regulations, ensuring that businesses including landlords and hotel operators are in compliance.

### **Deputy Mayor Fowlow**

Inquired if trees can be planted to create a greenbelt behind the buildings on Minnesota Drive next to the College's Heavy Equipment field site. This could help manage the dust and other environmental concerns, while also being aesthetically pleasing. Mayor Rose suggested to contact the College to explore a potential partnership.

On behalf of the community, she expressed concern that Stephenville's presence of being the College of the North Atlantic headquarters is deteriorating. Programs and many positions have been relocated and notable the president of the College no longer resides here. She would like a response from government on the future of the College Headquarters in Stephenville and particular the events that led to the president relocating. Councillor Hynes stated as a former employee of the College he has witnessed the deterioration of programs and positions, which has negatively impacted our community. Mayor Rose suggested requesting a meeting with the Board of Directors.

### **NOTICE OF MOTION**

NONE

**ADJOURNMENT**

**24-375** Moved by Councillor O'Brien, Seconded by Deputy Mayor Fowlow

Resolved that since there is no further business the meeting adjourned at 12:49pm

In Favor: 7 Aylward, Fowlow, Hynes, Rose, O'Brien, Roberts, White  
Opposed: 0 Carried