

Council Meeting
AGENDA
January 18, 2023

1. Calling of Meeting to Order
2. Adoption of Agenda January 18. 2023
3. Adoption of minutes of the Regular meeting of Dec 7th 2022
Special Meeting January 10, 2023
4. Business arising from minutes (action report)
5. Appointments
6. General Business:
 - (a) Correspondence (See Attached List)
 - (b) Permits see attached list
 - (c) Finances see attached list
 - (d) Bank Balance \$50,246.12
 - (e) Committee Reports
 - (a) Finances
 - (b) Building and Planning
 - (c) Beautification/Conservation
 - (d) Waste Management
 - (e) Policy Committee
 - (f) Sewage Treatment
 - (g) Fire Dept
 - (h) Parks and Rec.
 - (i) HR Committee
7. Exemptions
8. Unfinished Business
9. Round Table
10. Notice of Motion
11. Privileged
12. Next Council Meeting FEB 22 23
13. Adjournment

Town of Stephenville Crossing

PUBLIC COUNCIL MEETING

December 7th, 2022 6 PM

Council Chambers

The regular meeting of the Stephenville Crossing Town Council was held on Dec 7th, 2022

Members Present

Regrets

Mayor Lisa Lucas

Deputy Mayor Cynthia Downey

Councillors:

Sharon Bennett

Brian Downey

Brian Joy

Anna Brake

Sean King

Also Present

Yvonne Young Clerk Manager

Administrative Assistant Carolyn Brake

Mayor Lisa Lucas called the meeting to order at 6:13

Motion 232/22 Joy/ Bennett

Be it resolved that the agenda of Dec 7, 2022 meeting be adopted as presented.

In favour	7	Opposed	0	Abstaining	0
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Motion 233/22 Bennett/ B Downey

Be it resolved that the minutes of Nov 16, 2022 be adopted as presented.

In favour	7	Opposed	0	Abstaining	0
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PERMIT

Motion 234/22 Joy/ Bennett

Be it resolved that the General Repair Permit 9463 be approved as presented.

In Favour	7	Opposed	0	Abstaining	0
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Motion 235/22 DM Downey /Bennett

Be it resolved that a construction permit on Crown Land be issued to a resident of Black Duck Siding to construct a cottage.

In Favour	7	Opposed	0	Abstaining	0
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Motion 236/22 King/Brake

Be it resolved that the letter from a firefighter on his retirement from the fire department effective December 31, 2022 be accepted as presented.

In Favour	7	Opposed	0	Abstaining	0
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Motion 237/22 B Joy/ Bennett

Be it resolved that council will present the retired firefighter with a plaque for years of service

In Favour	7	Opposed	0	Abstaining	0
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FINANCES

Motion 238/22 Bennett/Brake

Be it resolved that the following bills be paid.

General \$14,626.45 Fire Dept \$351.64 Library \$21.49 Parks & Rec \$3596.34

In favour	7	Opposed	0	Abstaining	
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Motion 239/22 Bennett / King

Be it resolved that the request from the Fire Dept for \$1,500 be approved.

In favour	7	Opposed	0	Abstaining	
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Motion 240/22 King /Joy

Be it resolved that who's responding be purchased for the Fire Department.

However, council will not be reimbursing for data usage or new cell phones.

In favour	7	Opposed	0	Abstaining	0
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Motion 241/22 DM Downey/Brake

Be it resolved that the 2023 Budget be approved in the amount of 1,767,680.93.

In favour	7	Opposed	0	Abstaining	0
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Motion 242/22 DM Downey/Bennett

Be it resolved that by minute of council the following tax rates be in affect from the period January 01, 2023 to December 31st, 2023

In favour	7	Opposed	0	Abstaining	0
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Motion 243/22 Bennett/DM Downey

Be it resolved that Property Tax will be 6.5 mills on assessed property value

In favour	7	Opposed	0	Abstaining	0
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Motion 244/22 DM Downey /King

Be it resolved that the Minimum Property tax be \$600.00 per year

In favour	7	Opposed	0	Abstaining	0
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Motion 245/22 Bennett/King

Be it resolved that the Water & Sewer Taxes Residential be \$450.00 per unit

In Favour	7	Opposed	0	Abstaining	0
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Motion 246/22 Bennett/DM Downey

Be it resolved that the Business Water & Sewer be \$650.00 per unit

In Favour	7	Opposed	0	Abstaining	0
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Motion 247/2 Bennett/DM Downey

Be it resolved that the Government Buildings for Water & Sewer be \$5000.00 per unit

In Favour	7	Opposed	0	Abstaining	0
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Motion 248/22 Brake /Bennett

Be it resolved that Water & Sewer for St.Michael's School be \$5000.00 flat rate

In Favour	7	Opposed	0	Abstaining	0
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Motion 249/22 Joy /Brake

Be it resolved that Water & Sewer connection be \$1000.00 per connection

In Favour	7	Opposed	0	Abstaining	0
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Motion 250/22 Brake /Downey

Be it resolved that Fire Protection for Local Service Districts be \$50.00 per household

In Favour	7	Opposed	0	Abstaining	0
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Motion 251/22 Downey /Bennett

Be it resolved that Construction Permits be \$50.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 252/22 Bennett /DM Downey

Be it resolved that General Repair Permit 4 items or more be \$25.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 253/22 DM Downey /King

Be it resolved that General Repair Permit up to 3 items or less be \$10.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 254/22 King /Joy

Be it resolved that fencing permit be \$10.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 255/22 Joy /Brake

Be it resolved that Tax Certificate be \$50.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 256/22 Brake /Downey

Be it resolved that Compliance Certificate be \$50.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 257/22 Downey /Bennett

Be it resolved that Emergency Water Shut off after Hours be \$75.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 258/22 Bennett /DM Downey

Be it resolved that Borrowing of the snake be \$20.00 per each time

In Favour	7	Opposed	0	Abstaining	0
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Motion 259/22 DM Downey /King

Be it resolved that Local Service District Subdivision Administration fee be \$300.00 per each subdivision

In Favour	7	Opposed	0	Abstaining	0
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Motion 260/22 King /Joy

Be it resolved that Local Service District Construction Administration fee be \$50.00 per each application

In Favour	7	Opposed	0	Abstaining	0
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Motion 261/22 Joy /Brake

Be it resolved that Crown Land Residential Applications be \$50.00 per application

In Favour	7	Opposed	0	Abstaining	0
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Motion 262/22 Brake /Downey

Be it resolved that Crown Land Commercial Applications be \$100.00 per application

In Favour	7	Opposed	0	Abstaining	0
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Motion 263/22 Downey /Bennett

Be it resolved that Business Tax Rates for 2023 Category 1-Minimum Business tax be \$150.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 264/22 Bennett /DM Downey

Be it resolved that Business Tax Rates for 2023 Category 2, 12 mills on assessed property value

In Favour	7	Opposed	0	Abstaining	0
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Motion 265/22 DM Downey /King

Be it resolved that Business Tax Rates for 2023 Category 3, 15 mills on assessed property value

In Favour	7	Opposed	0	Abstaining	
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Motion 266/22 King /Joy

Be it resolved that Business Tax Rates for 2023 Category 4, 20 mills on assessed property value

In Favour	7	Opposed	0	Abstaining	0
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Motion 267/22 Joy /Brake

Be it resolved that Business Tax Rates for 2023 Category 5, 25 mills on assessed property value

In Favour	7	Opposed	0	Abstaining	0
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Motion 268/22 Brake /Downey

Be it resolved that Business Tax Rates for 2023 Category 6, 30 mills on assessed property value

In Favour	7	Opposed	0	Abstaining	0
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Motion 269/22 Downey /Bennett

Be it resolved that Business Tax Rates for 2023 Category 7, 7 mills on assessed property value

In Favour	7	Opposed	0	Abstaining	0
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Motion 270/22 Bennett /DM Downey

Be it resolved that Business Tax Rates for 2023 Category 8 Minimum Business Tax be \$100.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 271/22 DM Downey /King

Be it resolved that Business Tax Rates for 2023 Category 9 Minimum Business Tax be \$200

In Favour	7	Opposed	0	Abstaining	0
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Motion 272/22 King /Joy

Be it resolved that Business Tax Rates for 2023 Category 10 be 5.5 Mills on assessed property

In Favour	7	Opposed	0	Abstaining	0
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Motion 273/22 Joy /Brake

Be it resolved that Business Tax Rates for 2023 Category 11 minimum Business Tax be \$1000.00

In Favour	7	Opposed	0	Abstaining	Motion
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274/22 Brake /Downey

Be it resolved Category 1 Minimum Business Tax

In Favour	7	Opposed	0	Abstaining	0
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Motion 275/22 Downey /Bennett

Be it resolved Category 2 accounting offices, rentals, repair shops, taxies, restaurants, takeouts, lounges, clubs, hardware stores, flower shops.

In Favour	7	Opposed	0	Abstaining	
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Motion 276/22 Bennett /DM Downey

Be it resolved Category 3 Medical clinics, dental clinics, surveying, broadcasting, liquor store, convenience stores, variety stores, mail order

In Favour	7	Opposed	0	Abstaining	0
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Motion 277/22 DM Downey /King

Be it resolved Category 4 Building supplies, drug store

In Favour	7	Opposed	0	Abstaining	0
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Motion 278/22 King /Joy

Be it resolved Category 5 Catering business, funeral homes

In Favour	7	Opposed	0	Abstaining	0
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Motion 279/22 Joy /Brake

Be it resolved Category 6 oil companies, grocery stores

In Favour	7	Opposed	0	Abstaining	0
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Motion 280/22 Brake/Downey

Be it resolved Category 7 fitness centres

In Favour	7	Opposed	0	Abstaining	0
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Motion 281/22 Downey/Bennett

Be it resolved Category 8 Minimum Business Tax Fisher persons

In Favour	7	Opposed	0	Abstaining	0
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Motion 282/22 Bennett/DM Downey

Be it resolved Category 9 Construction companies without any assessed value, Pet Grooming Without any assessed value

In Favour	7	Opposed	0	Abstaining	0
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Motion 283/22 DM Downey/King

Be it resolved Category 10 Hotels

In Favour	7	Opposed	0	Abstaining	0
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Motion 284/22 King/Joy

Be it resolved Category 11 Financial Institution

In Favour	7	Opposed	0	Abstaining	0
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Motion 285/22 Joy/Brake

Be it resolved that in accordance with taxation of Utilities and Cable Television Companies Act those companies covered by the Act will be taxed at the rate of 2.5% of Gross Revenue

In Favour	7	Opposed	0	Abstaining	0
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Motion 286/22 Brake/Downey

Be it resolved that when the invoices are sent in January the following notice will appear on the invoice.

All taxes are due and payable January 1st, 2023. Property tax must be paid in full by June 30th 2023 or your account will be considered in arrears. Water and sewer taxes are payable monthly and if not paid after three months water services to your property will be disconnected

In Favour	7	Opposed	0	Abstaining	0
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Motion 287/22 Downey/Bennett

Be it resolved to enforce payment of any tax imposed, council may disconnect the service provided by water & sewer systems. Any accounts not paid in full by the date on the cut off notice is subject to a \$75.00 penalty

In Favour	7	Opposed	0	Abstaining	0
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Exemptions

Motion 288/22 Brake/DM Downey

Be it resolved that a closed business will be exempt from business tax

In Favour	7	Opposed	0	Abstaining	0
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Motion 289/22 Joy/Downey

Be it resolved that a resident on Main Street be sent a letter asking to remove camper from side of the road

In Favour	7	Opposed	0	Abstaining	0
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Motion 290/22 DM Downey/Bennett

Be it resolved that pay the amount of rental from Bio Max for two sewer meters in the amount of \$ 30,462.00

In Favour	7	Opposed	0	Abstaining	0
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Motion 291/22 Bennett/Brake

Be it resolved that the soft ware support be renewed with Town suite for 2023 in the amount of \$10,982.10

In Favour	7	Opposed	0	Abstaining	0
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Motion 292/22 Brake/DM Downey

Be it resolved that spring Clean-up be May 15-20, 2023

In Favour	7	Opposed	0	Abstaining	0
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Motion 293/22 DM Downey/King

Be it resolved that a fall I clean be held with a date to be determined at a later date.

In Favour	7	Opposed	0	Abstaining	0
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Motion 294/22 Bennett/Brake

Be it resolved that Nation Building Code be adopted for 2023

In Favour	7	Opposed	0	Abstaining	0
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Motion 295/22 Brake/DM Downey

Be it resolved that Nation Fire & Life Safety Code be adopted for 2023

In Favour	7	Opposed	0	Abstaining	0
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Motion 296/22 DM Downey/Bennett

Be it resolved that Tax receivable Summary update 90% tax collection 2023

In Favour	7	Opposed	0	Abstaining	0
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Motion 297/22 Bennett/Joy

Be it resolved that council, staff, fire dept, receive Christmas cheer the same as other years.

In Favour	7	Opposed	0	Abstaining	0
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Motion 298/22 Brake/DM Downey

Be it resolved that office closure will be Dec 23, 22 noon opening Jan 03, 2023

In Favour	7	Opposed	0	Abstaining	0
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Motion 299/22 DM Downey/Joy

Be it resolved that write offs \$64,171.00 (stipulation if sold taxes will be collected)

In Favour	7	Opposed	0	Abstaining	0
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Motion 300/22 Bennett/Brake

Be it resolved that Delegation of Authority be designated to the Town Clerk Manager spending limit be raised from \$1000.00 to \$5000.00 per day.

In Favour	7	Opposed	0	Abstaining	0
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Motion 301/22 Brake/DM Downey

Be it resolved that MNL Membership for 2023 be renews in the amount of \$2286.27

In Favour	7	Opposed	0	Abstaining	0
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Motion 302/22 DM Downey/Bennett

Be it resolved that PMA Membership be renewed for 2023 in the amount of \$168.30

In Favour	7	Opposed	0	Abstaining	0
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Master Card

Motion 303/22 Bennett/Brake

Be it resolved that an invoice What a Time Beach House be paid in the amount of \$299.00 for a SAM meeting

In Favour	7	Opposed	0	Abstaining	0
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Motion 304/22 Brake/DM Downey

Be it resolved that the invoice from The Country Inn Gander be paid in the amount of \$1774.85 for accommodations for MNL Convention/

In Favour	7	Opposed	0	Abstaining	0
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Motion 305/22 DM Downey/King

Be it resolved that the invoice from the Foodland Burgeo be paid in the \$100.00 for a basket for the Billard family

In Favour	7	Opposed	0	Abstaining	0
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Motion 306/22 Bennett/DM Downey

Be it resolved that \$4909.56 be paid WSP Engineering Phase 1-1A Seal Cove Rd project

In Favour	7	Opposed	0	Abstaining	0
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Motion 307/22 Brake/DM Downey

Be it resolved that Marine Contractors Phase 1 A final payment in the amount of \$146,653.07

In Favour	7	Opposed	0	Abstaining	0
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Motion 308/22 DM Downey/Bennett

Be it resolved that Marine Contractors Phase 1 Seal Cove Rd final payment in the amount \$40,246.71

In Favour	7	Opposed	0	Abstaining	0
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Motion 309/22 Joy /Downey

Be it resolved that no further business the meeting was adjourned 7:33

In Favour	7	Opposed	0	Abstaining	
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Date: Jan 18, 2023

Mayor 

Clerk Manager 

Administrative Assistant 