

## **Regular Council Meeting Minutes**

Meeting #: 18  
Date: November 15, 2022  
Time: 7:15 p.m. - 8:47 p.m.  
Location: Council Chambers

**Members Present**  
**Mayor Bent**  
**Deputy Mayor Gosse**  
**Councillor Tilley**  
**Councillor Moores**  
**Councillor Connors**  
**Councillor Butler**  
**Councillor Hillier**  
**Councillor Hardy**  
**Councillor Barrett**

**Staff Present**  
**Gail Pomroy, Town Clerk**  
**Liz Davis, Director of Financial Services**  
**Brian Crawley, Chief Administrative Officer**  
**Jennifer Norris, Director of Engineering and Public Works**  
**Corrie Davis, Director of Planning and Development**  
**John Heffernan, Fire Chief**  
**Jennifer Lake, Director of Economic Development and Tourism**  
**Maggie Hynes, Communications Manager**  
**Mike Downey**

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### **1. Land Acknowledgement**

The Town of Conception Bay South would like to respectfully acknowledge the territory in which we gather, as the ancestral home-lands of the Beothuk and the island of Newfoundland as the ancestral homelands of the Mi'kmaq and Beothuk.

We also respectfully acknowledge Labrador as the traditional and ancestral homelands of the Innu of Nitassinan, the Inuit of Nunatsiavut, and the Inuit of NunatuKavut.

We strive for respectful partnerships with all the peoples of this province as we search for collective healing and true reconciliation and honour this beautiful land together.

## **2. ADOPTION OF AGENDAS AND MINUTES**

### **2.a Adoption of the Meeting Agenda for November 15, 2022**

**Resolution #22-413**

**Moved By** Councillor Butler

**Seconded By** Councillor Moores

Be it so resolved that the agenda of the meeting of November 15, 2022 be adopted as presented.

*Motion Carried*

### **2.b Adoption of the Meeting Minutes of November 1, 2022**

**Resolution #22-414**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved that the minutes of the meeting of November 1, 2022 be adopted as presented.

*Motion Carried*

## **3. BUSINESS ARISING FROM PREVIOUS MINUTES**

## **4. VISITORS, PRESENTATIONS AND PETITIONS**

### **4.a Proclamation - Purple Ribbon Flag Event**

Mayor Bent proclaimed November 25 - December 10, 2022 as Purple Ribbon Flag Event in the Town of Conception Bay South. Phillip and Debbie Hibbs, along with retired RNC Officer Connie Pike, were in attendance.

#### **4.b Take Charge NL Luminary Award**

Corinne Roberts, takeCHARGE Energy Specialist with Newfoundland Power, was in attendance to present the Take Charge NL Luminary Award to the Town of Conception Bay South.

### **5. NEW BUSINESS**

Deputy Mayor Gosse noted that she and Councillor Tilley attended the 10th annual Giv'er on the River at Manuels River. She congratulated Councillor Moores who is the Chair of the event.

Councillor Hillier commented on the Planning and Development Department budget and revenue information. He thanked those who had completed the online budget survey.

Councillor Tilley stated that he and Mayor Bent attended the annual MNL Convention in Gander, NL. He said there was great educational session and networking sessions. He also commented on the feedback to the 2023 budget for Engineering and Public Works.

Councillor Moores stated that the Recreation and Leisure Services Department is preparing to launch a Volunteer Registry. This will be an opportunity for residents to apply to be a volunteer with the Town on an ongoing basis, and stay up to date on current volunteer opportunities. It will also provide an opportunity for students who require volunteer hours to receive information on opportunities to fulfill their volunteer hours. Residents can apply online, or by submitting a paper copy to the Recreation and Leisure Services Department. A Certificate of Conduct and Vulnerable Sector Check will also be required by applicants. She also stated that in preparation for the annual Tree Lighting Ceremony, the Department will be looking for the donation of a tree which can be used in front of the Town Hall. Any residents who would be interested in supplying a tree can contact the Recreation Department. She advised that the Town of Conception Bay South is looking for volunteers with community spirit and a passion for event planning, who are interested in serving on the 2023 Winterfest Planning Committee. This Committee is responsible for providing input and feedback on Winterfest events and facilitating events throughout the festival. If you would like to volunteer, please contact the Recreation and Leisure Services Department by Friday, November 25, 2022.

Councillor Barrett stated that budget conversations are ongoing. He stated that we all need to consider how to deal with climate change impacts. He commented on several things the Town is currently doing to help mitigate climate change.

Councillor Butler congratulated local athletes who had received Premier's Athletic Awards. She advised that several received scholarships as well.

Councillor Hardy commented on two local students who received scholarships for family medicine and congratulated local athletes who received Premier's Athletic Awards.

Mayor Bent congratulated Mr. Butler from St. George's Elementary who received a Premier's award. He commented on the Remembrance Day Ceremony and the MNL Conference. He commented on the Darrell Reid Memorial Tournament held at the Conception Bay South Arena. He advised that there will be a Grand Opening of Bernard Stanley's Gastro Pub tomorrow at 11:30 a.m.

**6. RECOMMENDATIONS OF PLANNING AND DEVELOPMENT COMMITTEE  
(Chair, Councillor Hillier)**

**6.a 50 Walshs Road**

**Resolution #22-415**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that in accordance with Sections 10.7 and 10.11.2 of the Town's Development Regulations, Application 2281 dated on October 3, 2022 for a hobby farm use to keep five (5) laying hens at 50 Walshs Road, be approved on condition that no roosters be housed at the property and that the property owner register with the Provincial Farm Premises ID program.

*Motion Carried*

**6.b 1890 Conception Bay Highway**

**Resolution #22-416**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved, that in accordance with Sections 10.7 and 10.10.2 of the Town's Development Regulations, Application 2234 received on September 21, 2022 for a hobby farm use to keep one (1) horse at 1890 Conception Bay Highway, be approved on condition that the property owner register with the Provincial Farm Premises ID program and that they also provide the Town with comments from Service NL in relation to any impact the development may have on the existing private well and septic system.

*Motion Carried*

**6.c 40 Barnacle Road**

**Resolution #22-417**

**Moved By** Councillor Hillier

**Seconded By** Councillor Butler

Be it so resolved, that in accordance with Council's discretionary authority of Sections 13(a) and 13(b) of the Town's Fence Regulations, Application No. 2327 received October 18, 2022 for a flanking street side fence to be constructed abutting the shared property boundary with the right of way for Chateau Avenue be approved to a maximum height of 1.8m.

*Motion Carried*

**6.d 1251 Conception Bay Highway**

**Resolution #22-418**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved, that in accordance with Council's discretionary authority of Section 15 of the Town's Fence Regulations, Application 2345 dated on October 19, 2022 for a front yard fence on the property of 1251 Conception Bay Highway be approved on condition that the fence be constructed with a maximum height of 0.9m from the front boundary line

for a distance of 3m, a maximum height of 1.2m between the 3m set back and the minimum building line setback of 10m, and a height of 1.8m from the 10m minimum building line setback to the rear boundary, and subject to approval of the Department of Transportation and Infrastructure.

*Motion Carried*

**6.e 3 Indian Pond Drive**

**Resolution #22-419**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that in accordance with Council's discretionary authority of Sections 13(a) and 13(b) of the Town's Fence Regulations, Application No. 2363 received October 24, 2022 for a flanking street side fence to be built at a setback of 1.7m from the northeast property boundary adjacent to Seal Cove Road be approved to a maximum height of 1.8m.

*Motion Carried*

**6.f 40 Redwood Place**

**Resolution #22-420**

**Moved By** Councillor Hillier

**Seconded By** Councillor Hardy

Be it so resolved that in accordance with Section 5.3(3) of the Town's Development Regulations, Application No. 1776 dated June 1, 2022 for storage accessory buildings with lot coverage of 133.7m<sup>2</sup> at 40 Redwood Place be approved on condition that the structures be finished in a manner complimentary to the residential building or screened by way of a fence built around the structure.

**AND FURTHER:**

Be it so resolved that, in accordance with section 16 of the Town's Fence Regulations, Application No. 2108 dated August 17, 2022 for a 10' high fence at 40 Redwood Place, be approved.

*Motion Carried*

**6.g 60 Blackstrap Place**

**Resolution #22-421**

**Moved By** Councillor Hillier

**Seconded By** Councillor Butler

Be it so resolved, that in accordance with Council's discretionary authority of Section 5.3(3) of the Town's Development Regulations, Application No. 2299 received October 7, 2022 for a 7.6m<sup>2</sup> accessory building at 60 Blackstrap Path be approved.

*Motion Carried*

**6.h Commissioner for Public Hearings**

**Resolution #22-422**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that the Town issue a Request for Proposals for individuals to act as independent commissioner to preside over public hearings required by section 19 of the *Urban and Rural Planning Act, 2000*.

*Motion Carried*

**6.i 22-24 Cherry Lane**

**Resolution #22-423**

**Moved By** Councillor Hillier

**Seconded By** Councillor Tilley

Be it so resolved that a request for a refund of the processing fee for the proposed re-zoning of 22-24 Cherry Lane, be refused.

*Motion Carried*

## **6.j Committee Report**

Councillor Butler declared a conflict on this item as 392 Conception Bay Highway is close to a property owned by her family members. She vacated the meeting at 8:28 p.m. and returned at 8:29 p.m.

### **Resolution #22-424**

**Moved By** Councillor Hillier

**Seconded By** Deputy Mayor Gosse

Be it so resolved that the decisions and recommendations made at the Planning and Development Committee meeting on November 7, 2022 be accepted as presented.

- 45 Atkins Road
- 40 Redwood Place
- 240-258 Anchorage Road
- 512 Conception Bay Highway
- 12-16 Rideouts Road
- Municipal and Provincial Affairs Circular
- Stewardship Association of Municipalities NL
- 392 Conception Bay Highway
- Notices Published
- Department Update

*Motion Carried*

**7. RECOMMENDATIONS OF ENGINEERING AND PUBLIC WORKS COMMITTEE (Chair, Councillor Tilley)**

**7.a Engineering and Public Works Committee Meeting**

**Resolution #22-425**

**Moved By** Councillor Tilley

**Seconded By** Councillor Moores

Be it so resolved that the recommendations and discussions made at the November 8, 2022 Engineering and Public Works Committee meeting be accepted as presented.

*Motion Carried*

**8. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Moores)**

**8.a RFP 22-02 - Audio Visual Services Agreement for Special Events**

**Resolution #22-426**

**Moved By** Councillor Moores

**Seconded By** Councillor Hardy

Be it so resolved that approval be given to award RFP 22-02 - Request for Proposals for the Audio Visual Services Agreement for Special Events to Canadian AV Inc. The total cost of the two-year contract is \$50,239.46 HST included. Funds are available in the operating budgets for the Recreation and Leisure Services Department.

*Motion Carried*

## **8.b Recreation and Leisure Services Committee Report**

Councillor Connors declared a conflict on this item as his sister is involved with the Family Resource Center. He vacated the meeting at 8:32 p.m. and returned at 8:33 p.m.

### **Resolution #22-427**

**Moved By** Councillor Moores

**Seconded By** Councillor Hillier

Be it so resolved that the recommendations and decisions of the Recreation and Leisure Services Committee meeting of November 8, 2022 be accepted as presented.

- Recreation Complex - Accessibility of Washrooms
- Donation Request - Conception Bay Family Resource Program
- Donation Request - Worsley Park 50+ Club
- Kelligrews Soiree - Garden Party Concert Entertainment
- Change to Public Swim Schedule
- Fall Set 2 Swimming Registration
- RFP 22-02 - Audio Visual Services Agreement for Special Events
- Volunteer Registry
- Town Christmas Tree
- Important Dates

*Motion Carried*

**9. RECOMMENDATIONS OF FINANCIAL AND ADMINISTRATIVE SERVICES COMMITTEE (Chair, Deputy Mayor Gosse)**

No meeting held.

**9.a Capital Invoices**

**Resolution #22-428**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Hillier

Be it so resolved that approval be given to pay capital invoices totaling \$977,848.60 as per the attached listing.

*Motion Carried*

**9.b Accounts Payable**

**Resolution #22-429**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Butler

Be it so resolved that approval be given to pay accounts payable cheques totaling \$555,465.28 as per the attached report.

*Motion Carried*

**9.c Manual Cheques**

**Resolution #22-430**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Barrett

Be it so resolved that approval be given to ratify the payment of manual cheques totaling \$869,253.92.

*Motion Carried*

**9.d Gas Tax Funding - Lawrence Pond Road Reduced Allocation**

**Resolution #22-431**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Moores

Be it so resolved that approval be given to adjust the Canada Community Building Fund allocation for project #55-2020-7013, Lawrence Pond Road Upgrade, from \$1,771,360.23 to \$1,025,734.70. The excess amount will be used to fund the new capital investment plans submitted to the Canada Community Building Fund in October 2022.

*Motion Carried*

**10. RECOMMENDATIONS OF ECONOMIC DEVELOPMENT AND TOURISM  
(Chair, Councillor Butler)**

**10.a Economic Development and Tourism Committee Report**

**Resolution #22-432**

**Moved By** Councillor Butler

**Seconded By** Councillor Moores

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of November 8, 2022 be accepted as presented:

- 50th Anniversary Business Recognition
- Traffic Counts
- Newcomer Info Portal
- Sustainability Hub
- Backyard Compost Program Survey
- Heritage Grant Issues
- Ocean Glen Neighbourhood Garden
- Departmental Report
- Rural Public Transit

- Budget Feedback

*Motion Carried*

**11. OTHER COMMITTEE REPORTS**

Councillor Moores commented on the most recent meeting of Downtown CBS.

Councillor Butler commented on a Business Recognition Program.

**12. ADJOURNMENT**

The meeting adjourned at 8:47 p.m.

**Resolution #22-433**

**Moved By** Councillor Tilley

**Seconded By** Councillor Barrett

Be it so resolved that the meeting adjourn.

*Motion Carried*

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Darrin Bent, Mayor

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Gail Pomroy, Town Clerk