

## **Regular Meeting #03 February 19, 2019**

A Regular Meeting of Council convened in the Council Chambers at 7:00 p.m. in the presence of Mayor French, Councillors (with the exception of Councillor Bursey and Tilley), Chief Administrative Officer, Brian Crawley, Town Clerk, Gail Pomroy, Director of Finance, Liz Davis, Director of Planning and Development, Corrie Davis, Director of Recreation and Leisure Services, David Tibbo, Director of Engineering and Public Works, Jennifer Norris, Fire Chief John Heffernan, Director of Economic Development and Communications, Jennifer Lake and Communications Manager, Maggie Hynes.

---

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

#### **a. Adoption of the Meeting Agenda for February 19, 2019**

**Resolution #19-046**  
**Councillor Hillier/Councillor Davis**

Be it so resolved that the agenda of the meeting of February 19, 2019 be adopted as presented.

- carried unanimously

#### **b. Adoption of the Meeting Minutes of February 5, 2019**

**Resolution #19-047**  
**Deputy Mayor Murphy/Councillor Butler**

Be it so resolved that the minutes of the meeting of February 5, 2019 be adopted as presented.

- carried unanimously

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

Nil

**3. VISITORS, PRESENTATIONS AND PETITIONS**

**a. Proclamation – Heritage Day/Week**

Mayor French proclaimed February 18, 2019 as Heritage Day and the week of February 18 – 24, 2019 as Heritage Week in the Town of Conception Bay South.

**b. Proclamation – Kinsmen and Kinettes Week**

Mayor French proclaimed February 20, 2019 as Kinsmen and Kinettes Day and the week of February 17 – 23, 2019 as Kinsmen and Kinettes Week in the Town of Conception Bay South.

**c. Long Service Awards**

Mayor French presented Long Service Awards to Councillor Kirk Youden.

Mayor French also acknowledged and thanked former Councillors Ken George and Beverley Rowe, who also received Long Service Awards for their service.

**4. NEW BUSINESS**

**Deputy Mayor Murphy**

stated that he wanted to address some inaccuracies that was printed in a recent Shoreline Article. He stated that the Town is aware that there are parcels of land throughout the Town that are not currently assessed on the tax roll and are therefore not receiving annual tax bills. The Town has made significant investments in technology and human resources over the past number of years and with the addition of our GIS mapping we are able to identify these parcels of land. Once identified, staff then send the information out for supplementary assessment to get the property onto the tax roll. At this point in time, ownership is not of primary consideration as we do have several parcels of land on the roll as Owner Unknown or we may know the owner but not

have an accurate address for them. The primary consideration is to get the property on the tax roll to ensure that it is being taxed properly.

As the land has existed for as long as the Town has existed, the Town's practice is to bill for the current and for the previous five years.

It is important that property owners in the Town are treated equitably and that land that has existed in the Town since its incorporation be added to the tax roll and be taxed as all other pieces of property that are within the Town's boundaries.

The importance of obtaining a tax certificate when purchasing property cannot be stressed enough. This ensures that all taxes owing to a municipality are paid in full prior to the transfer of that property. It is important to remember that outstanding taxes are a lien attached to that property and can be transferred to a new owner if a tax certificate is not obtained prior to a sale or transfer.

**Councillor Bent**

stated that he had voted against this resolution when it came before Council due to the fact that the property was not on the tax roll prior to 2015. He stated that he doesn't agree with the practice of taxing back 5 years. He stated that Council will now entertain a review of this practice, even though it is permitted through the Municipalities Act, 1999. He stated that Council will hopefully come to an agreement on a policy.

**Councillor Youden**

stated that every situation is different. If people followed legal processes when purchasing land, things will get picked up. He stated that through our GIS mapping we have picked up on a lot of parcels of land it is fair that people pay for what they have.

**Councillor Bent**

commented on a meeting he had attended with Metrobus and MUN to discuss UPass system. MUN have devised 7 options for students. He stated that MUN students in Conception Bay South who do not want to avail of UPass can opt out, or they can also avail of it from other stops. He advised that students will vote on the UPass system on February 26, 2019. If passed, it will not start until 2020. He encouraged all MUN students to vote on February 26<sup>th</sup>.

Stated that he had attending the Walking for Wellness boil up on February 13, 2019 and commented on what a great event it was.

congratulated Mel Strong on being named as an Honourary Renegade.

stated that he had attended the Swim For Hope and commented on the very inspirational group of individuals who participate. He congratulated the participants, coaches and organizers.

**Councillor Davis**

stated that this weekend saw the kick off Winterfest with some very well attended events around our community. The Spirit of Newfoundland Dinner Show started everything off on Friday night in front of a sold-out crowd. The next morning, the Pancake Breakfast saw record crowds with approximately 2,000 people in attendance! This was the biggest Pancake Breakfast served by the Town at any Winterfest to date. All events so far have been going very well, and this would not be possible without the large group of volunteers behind Winterfest. These include the Winterfest Committee, the CBS Lions Club, the Town's Youth Advisory Committee, St. Edward's Elementary Volunteers, St. John Ambulance, and so many more. We still have a lot of great events happening with a full list available on our website

stated that the 23rd annual Swim for Hope was held at the Recreation Complex on Friday, February 15th. Once again, the CBS Bluefin's were one of the top fundraisers in the province bringing in a total of over \$20,450 plus with more donations coming in online which are not yet tallied.

stated that the final session of the Winter Set of Walking for Wellness took place on Wednesday, February 13. This was to be a snowshoe walk and boil-up along the Manuels River. Due to snow conditions on the trail, this was changed to a hike only instead of using snowshoes. There were approximately 35 people who took part in the hike and boil-up afterwards. Everyone enjoyed the event and staff received many compliments about a fun afternoon and great program overall.

**Councillor Butler**

commented on the recent Swim for Hope

stated that she is enjoying all of the Winterfest activities.

reminded residents who are currently in Phase 1 of the Automated Waste Collection Program, that garbage boxes and other garbage containers should be removed from road sides. Residents may visit the Town's website to request Town employees remove their garbage box on their behalf.

stated that Environment Canada has issued an extreme cold warning for tonight and tomorrow in our area. Young children, the elderly and individuals with certain medical conditions are more susceptible to these cold temperatures and should stay inside as much as possible. Animals should also be brought inside during this time. If you do have to venture outside, make sure that you are dressed appropriately to avoid the risk of frostbite or

hypothermia. Dress in layers of warm clothing with a wind resistant outer layer, cover exposed skin, stay dry and keep active.

On average, depending on the air temperature and wind speed, when wind chills get between -28°C to -39°C, there is an increased risk of frostbite in most people with only 10 to 30 minutes of exposure. The risk of frostbite increases as the wind chill increases with -36°C to -47°C temperatures putting most people at a risk after only 5 to 10 minutes of exposure.

**Mayor French**

thanked sponsors and volunteers of Winterfest.

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

Presentation of recommendations of meeting held on February 12, 2019

**1. Amendment Request  
1637-1643 Conception Bay Highway, Seal Cove**

**Resolution #19-048  
Councillor Hillier/Councillor Youden**

Be it so resolved that the Town request that the Department of Municipal Affairs and Environment review the proposed St. John's Urban Region Regional Plan Amendment No 3, 2018, Conception Bay South Municipal Plan Amendment No. 17, 2018 and Development Regulations No. 29, 2018 in accordance with Section 15 of the *Urban and Rural Planning Act, 2000*.

**AND FURTHER**

Be it further resolved that, should the Department of Municipal Affairs and Environment find no contravention of provincial interests in the foregoing, the Town request that the Minister of Municipal Affairs and Environment adopt St. John's Urban Region Regional Plan Amendment No 3. 2018 in accordance with section 16 of the *Urban and Rural Planning Act, 2000*.

- carried unanimously

**2. Conception Bay South Development Regulations  
Building & Structure Height Amendment**

**Resolution #19-049  
Councillor Hillier/Councillor Bent**

Be it so resolved that the Town undertake public and stakeholder consultation regarding proposed changes to the Conception Bay South Development Regulations regarding bulk storages uses and the maximum height for different building types within the Industrial General (IG) zone.

- carried unanimously

**3. Sale of Town Owned Land Request  
12A Denford Estates, Chamberlains**

**Resolution #19-050  
Councillor Hillier/Councillor Davis**

Be it so resolved that the Town provide public notice of its intention to seek the Minister of Municipal Affairs and Environment's approval to sell Town owned land located to the rear of 12 Denford Estates, Chamberlains, in accordance with Subsection 201.2(7) of the Municipalities Act, 1999.

- carried unanimously

**4. Planning and Development Committee Meeting Report**

**Resolution #19-051  
Councillor Hillier/Councillor Butler**

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee Meeting of February 12, 2019, be accepted as presented.

- carried unanimously

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

Transferred from Committee of the Whole meeting #03:

**1. The gateway**

**Resolution #19-052  
Councillor Butler/Councillor Davis**

Be it so resolved that approval be given to engage Pinnacle Engineering (2018) Limited for preliminary development work within Phase 2 of the gateway at a cost of \$10,000, plus HST. Funds are available in account 01-502-5010-5099.

- carried unanimously

Presentation of recommendations of meeting held on February 13, 2019

**1. Engineering and Public Works Committee Meeting**

**Resolution #19-053  
Councillor Butler/Councillor Bent**

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of February 13, 2019, be accepted as presented.

- carried unanimously



**7. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Cheryl Davis)**

Presentation of recommendations of meeting held on February 12, 2019

**1. Pinty's Grand Slam of Curling – 50/50 Distribution**

**Resolution #19-054**

**Councillor Davis/Deputy Mayor Murphy**

Be it so resolved that the 50/50 proceeds from the 2018 Pinty's Grand Slam of Curling Event, Boost National be allocated to the following groups:

- CBS Skating Club \$2000.00
- Conception Bay Regional Hockey \$2000.00
- Conception Bay Junior Renegades \$2000.00
- Conception Bay Senior Blues \$2000.00
- St. John Ambulance \$3000.00
- CBS Library Board \$2892.75
- CBS/Paradise Food Bank \$2892.75

- 5 yeas
- 1 nay (Hillier)
- 1 abstention (Bent)
- motion carried

Councillor Bent declared a conflict of interest with this item as he is employed by the Conception Bay South Soccer Association. He vacated the Chamber at 7:40 p.m. and returned at 7:43 p.m.

**2. Recreation and Leisure Services Committee**

**Resolution #19-055**

**Councillor Davis/Councillor Butler**

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of February 12, 2019 be accepted as presented.

- carried unanimously

**8. RECOMMENDATIONS OF FINANCIAL AND ADMINISTRATIVE SERVICES COMMITTEE (Chair, Deputy Mayor Richard Murphy)**

Transferred from Committee of the Whole Meeting #03:

**1. Gas Tax Agreement**

**Resolution #19-056**  
**Deputy Mayor Murphy/Councillor Bent**

Be it so resolved that the Town of Conception Bay South approve funding from the Federal Gas Tax Fund the 2019-2024 in the amount of \$5,762,896.00 as per the terms and conditions of the Federal Gas Tax Agreement.

- carried unanimously

**2. Order – 24 Concord Drive**

**Resolution #19-057**  
**Deputy Mayor Murphy/Councillor Butler**

Be it so resolved that the Order issued on February 13, 2019, under the Municipalities Act, 1999, Urban and Rural Planning Act, 2000, and the Occupancy and Maintenance Regulations ordering the repair or demolition of an accessory building situated on a property located at 24 Concord Drive, be confirmed.

- carried unanimously

Presentation of recommendations of meeting held on February 12, 2019

**1. Accounts Payable Cheque Register**

**Resolution #19-058**

**Deputy Mayor Murphy/Councillor Davis**

Be it so resolved that approval be given to pay cheques totaling \$195,635.48 as per the Accounts Payable Cheque Register Report.

- carried unanimously

**2. Ratification of Manual Cheques Previously Released**

**Resolution #19-059**

**Deputy Mayor Murphy/Councillor Davis**

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$256,206.68.

- carried unanimously

**3. Capital Invoices**

**Resolution #19-060**

**Deputy Mayor Murphy/Councillor Butler**

Be it so resolved that approval be given to pay capital cheques totaling \$98,479.22 as follows:

<b>Project</b>	<b>Vendor</b>	<b>Details</b>	<b>Amount</b>
Tilley's Road Upgrading	SNC Lavalin	Invoice #1409886	\$3,710.75
2018 Street Upgrading	Exp Services	Invoice #476524	\$17,562.25
Lawrence Pond Road Upgrades	Precision Excavating Ltd.	Progress Claim #4 ROH	\$77,206.22
Total Capital Invoices			\$98,479.22

- carried unanimously

**4. Tax and Other Receivables Adjustments**

**Resolution #19-061**

**Deputy Mayor Murphy/Councillor Hillier**

Be it so resolved that approval be given to adjust tax and other receivables accounts as follows:

PENNM010	\$368.48
SCOTI001	\$41,782.95
YOUDS001	\$1,912.71
KEOUM002	\$3,195.09

- carried unanimously

**5. Approval to Call Disposal of Assets Tender – Fire Department Breathing Air Compressor**

**Resolution #19-062**

**Deputy Mayor Murphy/Councillor Youden**

Be it so resolved that approval be given to call a disposal of assets tender for the sale of a Breathing Air Compressor and related components.

- carried unanimously

**6. Order – 29 Country Path Road**

**Resolution #19-063**

**Deputy Mayor Murphy/Councillor Youden**

Be it so resolved that the Order issued on June 30, 2017 under the Municipalities Act, 1999, the Waste Disposal and Property Regulations and the Occupancy and Maintenance Regulations and the Urban and Rural Planning Act, 2000 ordering the repair of the main dwelling, the demolition of the large accessory building, and the demolition of the two small accessory dwellings the removal of wrecked and unused vehicles, lumber, garbage and waste materials from 29 Country Path Road be rescinded.

- carried unanimously

**7. Personnel - Public Works Supervisor**

**Resolution #19-064**  
**Deputy Mayor Murphy/Councillor Bent**

Be it so resolved that approval be given to appoint Adam Gear to the position of Public Works Supervisor as per the terms and conditions of the employment contract.

- carried unanimously

**8. Financial and Administrative Services Committee Report**

**Resolution #19-065**  
**Deputy Mayor Murphy/Councillor Davis**

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of February 12, 2019 be accepted as presented.

- carried unanimously

**9. RECOMMENDATIONS OF COMMUNICATIONS AND ECONOMIC DEVELOPMENT (Chair, Councillor Darrin Bent)**

Presentation of recommendations of meeting held on February 12, 2019

**1. Communications and Economic Development Committee Meeting Report**

**Resolution #19-066**  
**Councillor Bent/Deputy Mayor Murphy**

Be it so resolved that the recommendations/decisions made at the Communications and Economic Development Committee meeting of February 12, 2019 be accepted as presented.

- carried unanimously

Councillor Bent commented on the following:

#### Tourism Open Mic Meeting

The Town was offered the opportunity to meet with staff of the Department of Tourism, Culture, Industry and Innovation to discuss opportunities to move the tourism agenda forward within the Town. Focussing on the development of the T’Railway, Topsail Beach and Manuels River were the three key takeaways from the 2012 Tourism Product Development Session. In 2019, the agenda now shifts to developing opportunities utilizing these and other built, cultural and natural assets within the Town. From our meeting this past week, we will conduct an audit of our online presence on [NewfoundlandLabrador.com](http://NewfoundlandLabrador.com) and officials from the Department will come to the Town and host an Opportunities Workshop in the coming weeks. This will be a session open to anyone in the Town who has an interest in the Tourism industry. The goal of the Town is to be a catalyst for new tourism operators, form new partnerships, learn best practices and establish Conception Bay South as the premier day trip destination within the region.

#### Hospitality Newfoundland and Labrador 2019 Conference and Trade Show

Building on our tourism development agenda for 2019, Staff will be attending the Hospitality Newfoundland and Labrador’s 2019 Conference and Trade Show in Gander February 26-28. This annual event is the largest gathering of tourism stakeholders in the province, with an annual attendance of approximately 300 delegates, exhibitors, and industry partners. Attendees have the opportunity to network with leaders in the industry and gather valuable information that will affect tourism in the province.

#### Atlantic Canada Petroleum Show

This event is Canada’s largest offshore industry exhibition and participation will provide an ideal setting for establishing partnerships and promoting the Towns tourism assets, investment opportunities and its unique rural/urban mix that residents indicate is a highlight of living here.

#### ATV Committee

The ATV Committee continues to meet regularly and meeting highlights can be found on the Tourism page of the Towns website. The Committee continue to work towards identifying a route for ATV users within the Town and are actively promoting safe riding practices to youth in local schools.

Councillor Bent also commented on the recent donation to the Riverhead Volunteer Fire Department and their \$500 to the local food bank.

**10. OTHER COMMITTEE REPORTS**

Nil

**11. ADJOURNMENT**

The meeting adjourned at 7:59 p.m.

**Resolution #19-067**  
**Councillor Hillier/Councillor Butler**

Be it so resolved that the meeting adjourn.

- carried unanimously

---

Terry French  
Mayor

---

Gail Pomroy  
Town Clerk