

## **Regular Meeting #18 November 17, 2020**

A Regular Meeting of Council convened at 7:00 p.m. in the presence of Mayor French, Councillors, Chief Administrative Officer, Brian Crawley, Town Clerk, Gail Pomroy, Director of Finance, Liz Davis, Director of Engineering and Public Works, Jennifer Norris, Director of Recreation and Leisure Services, Dave Tibbo, Director of Planning and Development, Corrie Davis, Fire Chief, John Heffernan, and Director of Economic Development, Jennifer Lake.

---

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

#### **a. Adoption of the Meeting Agenda for November 17, 2020**

**Resolution #20-372**

**Councillor Hillier/Councillor Youden**

Be it so resolved that the agenda of the meeting of November 17, 2020 be adopted as presented.

- carried unanimously

#### **b. Adoption of the Meeting Minutes of November 3, 2020**

**Resolution #20-373**

**Councillor Tilley/Councillor Butler**

Be it so resolved that the minutes of the meeting of November 3, 2020 be adopted as presented.

- carried unanimously

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

Nil

**3. VISITORS, PRESENTATIONS AND PETITIONS**

**a. National Child Day**

Mayor French proclaimed November 20, 2020 as National Child Day in the Town of Conception Bay South.

**4. NEW BUSINESS**

**Deputy Mayor Murphy**

stated that Budget 2021 will be announced via live stream on Tuesday, November 24, 2020 at 4:00 p.m.

**Councillor Youden**

requested correspondence to the Department of Transportation and Works to address potholes on various locations of the Conception Bay Highway.

commended staff for the handling of operations during the Covid-19 pandemic.

**Councillor Tilley**

commented on the finished sidewalks in the area of Red Bridge Road and Hynes Road.

**Councillor Hillier**

welcomed the crew of the HMCS Harry DeWolf which is anchored in Conception Bay. He requested a letter to be written to welcome them to Conception Bay South.

**Councillor Bent**

commented on potholes on Monument Road and at the intersection of Route 60 and Riches Place.

stated that the 7<sup>th</sup> Annual Riley Mercer Memorial Toy Drive will be going ahead again this year on Dec 10, 2020. The Mercer Family is inviting residents to drive by the Salvation Army Church in Long Pond from 10:00 am. – 7:00 pm and

drop off an unwrapped toy, gift card or monetary donation for this year's event. For more information, please visit the Friends of Riley Mercer Facebook page.

**Councillor Butler**

stated that the CBA Chamber's Buy Local, Grow Local directory was launched on Monday, October 26. To date, 328 registered businesses in Conception Bay South have been listed in this directory. The directory is easy to navigate and user-friendly for both shoppers seeking a product locally and for businesses who seek to add a listing. The directory is available by visiting [www.conceptionbayarea.ca](http://www.conceptionbayarea.ca). She encouraged everyone to visit the directory and choose local where possible during your holiday shopping. She also encouraged all businesses to get themselves on this directory if you have not done so already. We congratulate the chamber of commerce for their insight and outreach efforts.

stated that in November from 11am-4pm the Manuels River Sunday Market Series will continue! She suggested residents do some shopping and support amazing local vendors then grab a bite at Frida's Riverside Cafe. Admission is free and all ages are welcome.

stated that the last of the Trailway repairs are ongoing as a result of the winter storm in early 2020. In the coming weeks we anticipate announcing that the TRailway will be open to Warfords Road with only one kilometer of developed trail – from Warfords to Doyles Road – that will remain closed during the winter months. It is our hope to have this fully repaired in 2021.

stated that over the coming weeks, we will be placing wayfinding signage along the 8 kilometer route of the gateway trail in Kelligrews running from the Trailway at Gully Pond Road to the Kiwanis, along the Lower Gully River,

through the Gateway commercial area, along Red Bridge Road, to Pond Road and westward along the Trailway. It has become a popular route and will be easier for visitors to navigate once the signage is in place.

stated that Friday past marked the last of the Bright Business Achievement Award presentations. She congratulated the winners selected and the over 35 nominations received for the 2020 awards program. It was a little different this year but with perseverance, our business community prevailed and we look forward to next year when hopefully we can all join together in celebration again.

**Mayor French**

congratulated Donnie Hunt and Randell Rideout for being inducted into the Boxing Newfoundland and Labrador Hall of Fame.

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

Presentation of recommendations of meeting held on November 10, 2020

**1. Proposed Extension to Accessory Building - 11 Dowdens Road**

**Resolution #20-374  
Councillor Hillier/Councillor Youden**

Be it so resolved that Application No. 2020-270 received on October 6, 2020 seeking approval to extend an existing accessory building at 11 Dowdens Road with a 4.9m x 12.2m addition so that the accessory building will have a cumulative lot coverage of 168.5m<sup>2</sup> be approved in accordance with Council's authority at Section 5.3(3) of the Town's Development Regulations.

- 8 yeas
- 1 abstention (Butler)
- motion carried

Councillor Butler declared a conflict of interest with this item as her spouse operates a similar business. She vacated the Chambers at 7:14 p.m. and returned at 7:15 p.m.

**2. 250 Fowlers Road – Commercial Vehicle Application**

**Resolution #20-375**  
**Councillor Hillier/Councillor Tilley**

Be it so resolved that Application No. COM-20-084 received on September 30, 2020 seeking approval to park a 14,000kg commercial vehicle at 250 Fowlers Road be refused as the particular size, noise, and operation of the vehicle is incompatible with the characteristics of the specific residential neighborhood.

- carried unanimously

**3. 501-503 Conception Bay Highway, Proposed Row Dwellings**

**Resolution #20-376**  
**Councillor Hillier/Councillor Youden**

Be it so resolved that application No. 2020-261 seeking approval for a grouped dwelling development in the form of two five-unit row dwellings at 501-503 Conception Bay Highway be approved in accordance with Council's Authority under Section 10.7 of the Town's Development Regulations.

- carried unanimously

Councillor Hillier commented on the receipt of the LUIAR report from Oceans Choice International. He advised that the report will be posted on the Town's website on Wednesday, November 18, 2020.

Mayor French declared a conflict of interest when comments were made on the proposed infill project at the Long Pond Harbour. He vacated the Chambers at 7:19 p.m. and returned at 7:20 p.m.

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

**Resolution #20-377**  
**Councillor Hillier/Councillor Davis**

Be it so resolved that the decisions and recommendations made at the Planning and Development Committee meeting on November 10, 2020, be accepted as presented.

- carried unanimously

**6. RECOMMENDATIONS OF ENGINEERING AND PUBLIC WORKS COMMITTEE  
(Chair, Councillor Junior Bursey)**

Presentation of recommendations of meeting held on November 10, 2020

**1. Ratification of PO #2020-0773 – Unit 269**

**Resolution #20-378**  
**Councillor Bursey/Councillor Hillier**

Be it so resolved, that approval be given to Harvey & Company Ltd. to ratify PO #2020-0773 in the amount of \$19,945.62, plus HST. Funds to be taken from account 01-301-8082-5415.

- carried unanimously

**2. Tender 20-13 Winter Snow Clearing Services – Approval to Award**

**Resolution #20-379**  
**Councillor Bursey/Councillor Tilley**

Be it so resolved that approval be given to award Tender 20-13 Winter Snow Clearing Services to Farrells Excavating Limited at a standby rate of \$200.00 per hour for 500 hours and then an additional rate of \$244.00 plus HST for each required additional hour.

- carried unanimously

**3. Capital Equipment Tilt Trailer – Approval to Purchase**

**Resolution #20-380**  
**Councillor Bursey/Councillor Bent**

Be it so resolved that approval be given to purchase a tilt trailer from NL Kubota at a cost of \$15,820.00 plus HST. Funds to be taken from 01-301-5000-8025.

- carried unanimously

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

**Resolution #20-381**  
**Councillor Bursey/Councillor Butler**

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of November 10, 2020, be accepted as presented.

- carried unanimously

**7. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Kirk Youden)**

Councillor Youden read the following statement:

This year has been challenging in so many ways for our residents, and our province, and we recognize how important the holiday season is to many. We want to ensure the spirit of goodwill towards each other, and the magic of the season are not lost, while we navigate a new normal, and adjust our lifestyles to stay safe during this pandemic.

The Town has explored several potential options to help its residents celebrate the holiday season, while also ensuring their safety amid COVID-19. This year's Tree Lighting Ceremony will be virtual, and will be shared with residents through the Town's YouTube Channel. As a traditional parade was not recommended by our provincial health authority, we looked at the potential of a Reverse Parade option, and asked for feedback from our residents on this style of event. We received responses that only 36% of those polled would be interested in attending, while another 34% said they would not

attend, and 30% were unsure. There were also several potential safety issues that could affect this style of parade. Surrounding municipalities, such as Mount Pearl and Paradise have also announced they would not be having a traditional or reverse parade this year. This led staff to forego this option and look for another alternative.

In the spirit of the season, the Town has decided to light up a space within the community that residents can visit with their families, or bubbles. At Manuels River, a portion of the T'Railway, and the Gallagher Walk will be decorated with lights and different features that will be lit from 6:30 – 10:30 pm daily until after the new year. Residents can enjoy a light walk along the trail in the fresh air, while keeping socially distant from others, at no charge. Further details on this light display will be available soon through the Town's website and social media.

We also know that many of our residents and businesses take pride in creating beautiful light displays during the holidays. We will be running a contest for the Best Decorated House and Best Decorated Business where residents can submit a picture of their home for the judge's consideration. We also plan to create a map of all the nominated properties to share with residents, so they can drive by lit properties in the Town, and enjoy their neighbours' efforts. We encourage everyone to let us know about your decorated properties, so we can share them with all our residents.

While this season may look a little different, we believe in the importance of tradition and celebration during this time of year, and hope these activities provide your families and loved ones, an opportunity to celebrate safely together.

Presentation of recommendations of meeting held on November 9, 2020

**1. Recreation and Leisure Services Committee**

**Resolution #20-382**  
**Councillor Youden/Councillor Tilley**

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of November 9, 2020 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 #20

**1. Library Construction Management Services – Approval to Award**

**Resolution #20-383**

**Deputy Mayor Murphy/Councillor Youden**

Be it so resolved that approval be given to award Construction Manager, Town of Conception Bay South Library to rcs Construction Inc. for the bid price of \$224,250 including HST. Funds to be taken from the capital project account.

- 8 yeas
- 1 abstention  
(French)
- motion carried

Deputy Mayor read the following statement:

The Conception Bay South Library has taken the next important step towards construction. The Town of Conception Bay South awarded RCS Construction with the Construction Manager Contract for the library.

We would like to thank the Provincial Information and Library Resources Board and the Department of Education and Early Childhood Development for their continued support. No doubt, the new library has been a long time in the making. Council has been committed to this project since day one and we are thrilled to see it continuing to progress in a positive direction.

The Construction Manager will work in partnership with the Town of Conception Bay South and the project's engineering consultants to oversee the project, including finalizing the design and managing the construction costs. The preliminary floor plan has been finalized, in consultation with the Provincial Information and Library Resources Board. Energy-efficiency and sustainability, as well as long-term operating and maintenance costs are priorities within the design.

The Provincial Information and Library Resources Board, with the support of the Department of Education and Early Childhood Development, will contribute \$230,000 annually towards the cost of the library. The Town will cover the remaining cost for construction, operation and maintenance.

- To be located at Remembrance Square, adjacent to the Recreation Complex;
- The concept plan for the library space is a single-story building, approximately 8,000 ft<sup>2</sup>;
- The Provincial Information and Library Resources Board will sign a 25-year lease with the Town;
- Construction is anticipated to start in late spring 2021, with completion in early 2022.

Mayor French declared a conflict of interest with this matter due to his employment with the Construction Labour Relations Association. He vacated the Chamber at 7:29 p.m. and returned at 7:33 p.m.

Presentation of recommendations of meeting held on November 10, 2020

**1. Accounts Payable Cheque Register**

**Resolution #20-384**

**Deputy Mayor Murphy/Councillor Butler**

Be it so resolved that approval is given to pay Accounts Payable Cheques totaling \$649,502.76.

- carried unanimously

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

**Resolution #20-385**

**Deputy Mayor Murphy/Councillor Hillier**

Be it so resolved that approval be given to pay manual cheques previously released totaling \$440,497.23.

- carried unanimously

**3. Capital Invoices**

**Resolution #20-386**  
**Councillor Tilley/Councillor Bursey**

Be it so resolved that approval be given to pay capital invoices totaling \$576,096.15 as listed below:

<b>Project</b>	<b>Vendor</b>	<b>Invoice Details</b>	<b>Amount</b>
Library	SNC Lavalin	Invoice #1515570	\$12,480.49
2018 Streets	Exp Services	Invoice #579554	\$2,432.62
Tilleys Road South Phase 3	Wood	Invoice #G411133	\$1,519.09
T'railway Repair	Grand Concourse Authority	Invoice #20043	\$11,881.32
T'railway Repair	Grand Concourse Authority	Invoice #20089	\$116,537.07
RFMS Upgrades	Northbrook	Progress Claim 3	\$9,731.87
Lift Station Upgrades	Stantec	Invoice #1543208	\$23,073.23
Lawrence Pond Road Phase 2	ETL	Progress Claim #3	\$345,770.95
Parmiters Lane Curb & Gutter	ETL	Invoice #8698	\$40,250.00
Topsail Beach Road Upgrade	MAE Design	Invoice #20200181	\$8,533.00
Worsley & Laurel Intersection	Stantec	Invoice #1507597	\$2,858.64
Gateway Erosion	SNC Lavalin	Invoice #1515357	\$1,027.87
<b>Total Capital Invoices:</b>			<b>\$576,096.15</b>

- 8 yeas
- 1 abstention (Murphy)
- motion carried

Deputy Mayor Murphy declared a conflict of interest with this item as he has family involved with Eric Taylor Ltd. He vacated the Chambers at 7:34 p.m. and returned at 7:35 p.m.

**4. Tax and Other Receivables Adjustments**

**Resolution #20-387**

**Deputy Mayor Murphy/Councillor Tilley**

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

CLUNE008	\$1,225.20
R&RHO001	\$309.19

- carried unanimously

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

**Resolution #20-388**

**Deputy Mayor Murphy/Councillor Bursey**

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of November 10, 2020 be accepted as presented.

- carried unanimously

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

Presentation of recommendations of meeting held on November 10, 2020

**1. CanExport Community Investment 2020 Funding**

**Resolution #20-389**

**Councillor Butler/Councillor Tilley**

Be it so resolved that approval be granted to amend the existing Contribution Agreement with Global Affairs Canada CanExport Community Investment 2020 Program accepting an additional \$51,720 to offset investment attraction initiatives.

- carried unanimously

**2. Downtown Walk Project**

**Resolution #20-390**  
**Councillor Butler/Councillor Hillier**

Be it so resolved that approval be given to enter into a Contribution Agreement with ACOA for the development of a connector trail from the Royal NL Yacht Club to Downtown CBS and wayfinding signage. ACOA will be providing \$24,010 of the total project budget.

**AND FURTHER:**

Be it so resolved that approval be given to enter into a Contribution Agreement with TCII for the development of a connector trail from the Royal NL Yacht Club to Downtown CBS and wayfinding signage. TCII will be providing \$10,368 of the total project budget.

**AND FURTHER:**

Be it so resolved that funds totaling \$10,452 be allocated by the Town to the project totaling \$44,830, for the Grand Concourse Authority to develop a trail connection and wayfinding signage creating a downtown walking route from the Royal Newfoundland Yacht Club to the Community Park and T’Railway per the Town’s Tourism Development Strategy. Expenditures are to be charged to account 01-502-1018-7706.

- 8 yeas
- 1 abstention  
(Youden)
- motion carried

Councillor Youden declared a conflict of interest with this matter as he is employed by one of the funding partners. He vacated the Chambers at 7:37 p.m. and returned at 7:39 p.m.

**3. Economic Development and Tourism Committee Meeting Report**

**Resolution #20-391**  
**Councillor Butler/Councillor Bent**

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of November 10, 2020 be accepted as presented.

- carried unanimously

**10. OTHER COMMITTEE REPORTS**

**a. ATV Committee**

Deputy Mayor Murphy advised that the ATV Committee met on November 16, 2020 via Zoom. He reported that they are working to move the project forward. He stated that there are many issues involved, including land ownership/acquisition.

**11. ADJOURNMENT**

The meeting adjourned at 7:42 p.m.

**Resolution #20-392**  
**Deputy Mayor Murphy/Councillor Tilley**

Be it so resolved that the meeting adjourn.

- carried unanimously

---

Terry French  
Mayor

---

Richard Murphy  
Deputy Mayor

---

Gail Pomroy  
Town Clerk