

Conception Bay South Regular Council Meeting Minutes

Date: December 21, 2021
Time: 7:00 p.m.
Location: Council Chambers

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

Staff Present: Gail Pomroy
Jennifer Lake
Mike Downey
John Whelan

Others Present Chief Administrative Officer, Brian
Crawley
Director of Finance, Liz Davis
Director of Engineering and Public
Works, Jennifer Norris
Director of Planning and Development,
Corrie Davis

1. ADOPTION OF AGENDAS AND MINUTES

1.a Adoption of the Meeting Agenda for December 21, 2021

Resolution #21-447

Moved By Councillor Hillier

Seconded By Councillor Hardy

Be it so resolved that the agenda of the meeting of December 21, 2021 be adopted as presented.

Motion Carried Unanimously

1.b Adoption of the Meeting Minutes of December 7, 2021

Resolution #21-448

Moved By Councillor Connors

Seconded By Councillor Barrett

Be it so resolved that the minutes of the meeting of December 7, 2021 be adopted as presented.

Motion Carried Unanimously

2. BUSINESS ARISING FROM PREVIOUS MINUTES

3. VISITORS, PRESENTATIONS AND PETITIONS

4. NEW BUSINESS

Councillor Barrett wished all a happy Christmas and noted that he had attended the Riley Mercer Toy Drive.

Councillor Moores thanked Town staff for arranging the Christmas parade. She commented on how smoothly it ran and was enjoyed by all. She also attended the Riley Mercer Toy Drive. She wished everyone a Merry Christmas.

Councillor Connors also commented on the toy drive. He wished everyone a Merry Christmas and Happy New Year.

Councillor Hillier stated that he is looking forward to 2022 and wished everyone a Merry Christmas and Happy New Year.

Councillor Hardy stated that the toy drive was a very moving event. She stated that she also attended the Breakfast with Santa and that was a really nice event. She wished everyone a happy holiday.

Deputy Mayor Gosse stated that it has been a very busy few months and Council has been working very well together. She stated that she attended the Riley Mercer toy drive and that the event brings out the generosity of the community.

She reminded residents to visit the Walk of Lights at Manuels River and wished all a very Merry Christmas and happy holidays.

Councillor Butler also attended the Riley Mercer toy drive. She wished everyone Merry Christmas and Happy New Year.

Mayor Bent stated that the Riley Mercer toy drive is a fantastic event. He thanked the Mercer family and the Salvation Army. He thanked all community organizations who work to help the community, especially through the covid pandemic. He stated that it was great that the Christmas parade was held again this year. He noted that the seniors' social had a great turn out. Finally, he thanked staff for their work in 2021 and wished everyone a Merry Christmas.

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

5.a 55-57 Cluneys Road

Resolution #21-449

Moved By Councillor Hillier

Seconded By Councillor Barrett

Be it so resolved that, that in accordance with Council's discretionary authority, Application 803 received on August 19, 2021 for a hobby farm to keep a maximum of six chickens and one pig at 55-57 Cluneys Road, be approved.

Motion Carried Unanimously

5.b 110 & 110A Lawrence Pond Road W

Resolution #21-450

Moved By Councillor Hillier

Seconded By Councillor Hardy

Be it so resolved that, in accordance with Council's discretionary authority, Application No. COM-21-007 received on January 21, 2021 for an equine training, therapy and boarding business at 110 and 110A Lawrence Pond Road West, be approved on condition that the business operator maintain

the public right of way to the property and that storm water is managed so that there is no negative impacts to adjacent properties.

Motion Carried Unanimously

5.c 108-110 Garden Road

Resolution #21-451

Moved By Councillor Hillier

Seconded By Councillor Connors

Be it so resolved that, in accordance with Council's discretionary authority, Application No. 1066 received on November 15, 2021 for variances to reduce the minimum frontage from 21m to approximately 18.9m on two lots to be subdivided from the property at 108-110 Garden Road, be approved on condition that the property owner enter into a settlement agreement for a sewer easement that was expropriated through the property.

Motion Carried Unanimously

5.d 303 Conception Bay Highway

Resolution #21-452

Moved By Councillor Hillier

Seconded By Councillor Butler

Be it so resolved that, in accordance with Council's discretionary authority, Application No. 1008 received on November 12, 2021 for warehousing and cold storage of merchandise as a home based business at 303 Conception Bay Highway, be refused as the proposed use is not listed as an example of possible home based businesses.

Motion Carried Unanimously

5.e 11 Kadan Place**Resolution #21-453****Moved By** Councillor Hillier**Seconded By** Councillor Hardy

Be it so resolved that, that in accordance with Council's discretionary authority, Application 1109 received on November 9, 2021 for approval of an existing accessory building with a lot coverage of approximately 18.4m² at 11 Kadan Place, be approved notwithstanding being setback less than 0.3m from the edge of an adjacent easement.

Motion Carried Unanimously

5.f 500 Conception Bay Highway**Resolution #21-454****Moved By** Councillor Hillier**Seconded By** Councillor Barrett

Be it so resolved that, that in accordance with Council's discretionary authority, Application 1026 received on October 29, 2021 for a hobby farm to keep up to nine chickens and one cow at 500 Conception Bay Highway, be approved.

Motion Carried Unanimously

5.g 52 All Saints Road**Resolution #21-455****Moved By** Councillor Hillier**Seconded By** Councillor Connors

Be it so resolved that, that in accordance with Council's discretionary authority, Application 1029 received on November 1, 2021 for an accessory building with a lot coverage of approximately 13.4m² at 52 All Saints Road

be approved on condition that no business is permitted to operate from the accessory building unless approved by the Town.

Motion Carried Unanimously

5.h 36 Windy Cove Lane

Resolution #21-456

Moved By Councillor Hillier

Seconded By Deputy Mayor Gosse

Be it so resolved, that application No. 1092 received on November 24, 2021 for an accessory building at 36 Windy Cove Lane with a lot coverage of approximately 334.5m² in the front yard of the property, be approved.

Motion Carried Unanimously

5.i 21 Allison Road

Resolution #21-457

Moved By Councillor Hillier

Seconded By Councillor Hardy

Be it so resolved that, in accordance with Council's discretionary authority, Application No. 1059 for a home-based business in the form of a pet grooming service at 21 Allison Road, be approved.

Motion Carried Unanimously

5.j 375 Foxtrap Access Road

Resolution #21-458

Moved By Councillor Hillier

Seconded By Councillor Barrett

Be it so resolved that, that in accordance with Council's discretionary authority, Application No. 848 received on September 2, 2021 for a hobby

farm at 375 Foxtrap Access Road, be approved on condition that a maximum of 12 hens and three goats be housed at the property.

Motion Carried Unanimously

5.k Planning and Development Committee Report

Deputy Mayor Gosse declared a conflict on this item. (OCI discussion as family owns land in vicinity.)

Resolution #21-459

Moved By Councillor Hillier

Seconded By Councillor Butler

Be it so resolved that the decisions and recommendations made at the Planning and Development Committee meeting on December 13, 2021 be accepted as presented.

Motion Carried

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

6.a Tender 21-09 Disposal of One (1) 2010 Ford Cube Van Unit 268

Resolution #21-460

Moved By Councillor Hardy

Seconded By Councillor Hillier

Be it so resolved that approval be given to award tender 21-09, Disposal of one 2010 Ford Cube Van, to Lawrence Porter for \$111.11 plus HST.

Motion Carried Unanimously

6.b ENGINEERING AND PUBLIC WORKS COMMITTEE MEETING**Resolution #21-461****Moved By** Councillor Hardy**Seconded By** Councillor Connors

Be it so resolved that the recommendations and decisions made at the Engineering and Public Works Committee Meeting of December 14, 2021 be accepted as presented.

- 2022 Sidewalk Program
- Water Statistics
- Department Report

Motion Carried Unanimously

7. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Moores)**7.a Overflow Parking for the Community Park****Resolution #21-462****Moved By** Councillor Moores**Seconded By** Councillor Barrett

Be it so resolved the lease agreement for the overflow parking be accepted as presented.

Motion Carried Unanimously

7.b Recreation and Leisure Services Committee Report**Resolution #21-463****Moved By** Councillor Moores**Seconded By** Councillor Hardy

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Committee meeting of December 14, 2021 be accepted as presented.

-Overflow parking for the Community Park

-Kelligrews Soiree 2022

-Sports Awards Ceremony

Motion Carried Unanimously

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

8.a Accounts Payable Cheques

Resolution #21-464

Moved By Deputy Mayor Gosse

Seconded By Councillor Moores

Be it so resolved that approval be given to pay Accounts Payable cheques totaling \$377,121.98 as per the attached report.

Motion Carried Unanimously

8.b Manual Cheques

Recommendation:

Resolution #21-465

Moved By Deputy Mayor Gosse

Seconded By Councillor Butler

Be it so resolved that approval be given to pay manual cheques totaling \$362,624.17.

Motion Carried Unanimously

8.c Approval to Release Cheques and Make Payments During the Holiday Period

Resolution #21-466

Moved By Deputy Mayor Gosse

Seconded By Councillor Hillier

Be it so resolved that approval be given to issue cheques and make payments from December 15, 2021 to January 17, 2022. Cheques released during this period will be ratified at the Council meeting of January 18, 2022.

Motion Carried Unanimously

8.d Capital Invoice Approval

Resolution #21-467

Moved By Deputy Mayor Gosse

Seconded By Councillor Hardy

Be it so resolved that approval be given to pay capital invoices totaling \$328,930.67 as per the attached listing.

Motion Carried Unanimously

8.e Recommendation for tax adjustments

Resolution #21-468

Moved By Deputy Mayor Gosse

Seconded By Councillor Moores

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

- KIDSR001 \$177.40

- KINGS001 \$168.77

- TCSCA001	\$3,177.48
- SAVVY001	\$3,183.97
- SAVVY001	\$2,414.93
- CLOSE001	\$14,631.65
- ITECH001	\$1,318.54
- FITZ'S001	\$4,019.50
- BOLTV001	\$201.94
- TRIPL001	\$719.00
- BROTH002	\$167.99

Motion Carried Unanimously

8.f Approval to Pay - Councillor Remuneration - 2022 Fiscal Year

Resolution #21-469

Moved By Deputy Mayor Gosse

Seconded By Councillor Barrett

Be it so resolved that approval be given for the disbursement of Councillor Remuneration as per the *Municipalities Act, 1999* and the *Municipal Councillors Remuneration and Reimbursement Regulations* in the amount of \$289,160 as per the following schedule: April 1, July 10, October 14 and December 8, 2022.

The remuneration remains unchanged for 2022 as follows:

Mayor \$46,079

Deputy Mayor \$32,085

Councillors \$30,142

Motion Carried Unanimously

8.g Approval to Reallocate MYCW Funding

Resolution #21-470**Moved By** Deputy Mayor Gosse**Seconded By** Councillor Butler

Be it so resolved that approval be given to request that the \$5,448 remaining in the completed Traffic Study project (#17-MYCW-18-00067) be reallocated to the ongoing Lift Station Upgrade project (#17-MYCW-18-00066).

Motion Carried Unanimously

8.h Order - 2423 and 2423A Topsail Road**Recommendation:****Resolution #21-471****Moved By** Deputy Mayor Gosse**Seconded By** Councillor Hardy

Be it so resolved that the Order issued on November 18, 2021, under the Municipalities Act, 1999 and the Town of Conception Bay South Fence Regulations ordering the property owner to repair or dismantle the fence surrounding the properties located at 2423 and 2423A Topsail Road, be rescinded.

Motion Carried Unanimously

8.i Personnel - Facilities Manager**Resolution #21-472****Moved By** Deputy Mayor Gosse**Seconded By** Councillor Connors

Be it so resolved that subject to approved documentation, approval be given to appoint Richer Stringer as Facilities Manager per the terms and conditions of the employment contract.

Motion Carried Unanimously

8.j RECOMMENDATIONS FROM THE FINANCIAL AND ADMINISTRATIVE SERVICES COMMITTEE

Resolution #21-473

Moved By Deputy Mayor Gosse

Seconded By Councillor Moores

Be it so resolved that the recommendations/decisions of the Financial and Administrative Services Committee of December 13, 2021 be accepted as presented.

- 2534 Topsail Road
- Taxes Receivable Report
- October 2021 Variance Report
- Naming of Library
- Extended Town Hall Hours
- Taxi Rates

Management Overtime Review

Motion Carried Unanimously

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

9.a Manuels River Memorandum of Understanding

Resolution #21-474

Moved By Councillor Butler

Seconded By Deputy Mayor Gosse

Be it so resolved that approval be given for the Town to enter into a Memorandum of Understanding with the Manuels River Natural Heritage Society in relation to its usage and sustainability to 2025.

Motion Carried Unanimously

9.b Economic Development and Tourism Committee Report

Resolution #21-475

Moved By Councillor Butler

Seconded By Councillor Barrett

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of December 14, 2021 be accepted as presented.

- Inclusion Canada Newfoundland and Labrador
- 2570 Topsail Road
- T'Railway East Parking Concept
- Manuels River Memorandum of Understanding
- Water Lot Lease Renewals

- Departmental Report
- Community Healthy Living Fund

Motion Carried Unanimously

10. OTHER COMMITTEE REPORTS

Councillor Barrett reported that he had attended his first CBS Parks Commission meeting on December 8, 2021.

Mayor Bent reported that he had attended a meeting with area Mayors. He noted that they will continue to meet regularly going forward.

11. ADJOURNMENT

Resolution #21-476

Moved By Councillor Butler

Seconded By Councillor Barrett

Be it so resolved that the meeting adjourn.

Motion Carried Unanimously

Darrin Bent, Mayor

Gail Pomroy, Town Clerk