

## **Regular Council Meeting Minutes**

Meeting #: 5  
Date: March 15, 2022  
Time: 7:00 p.m. - 8:00 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**

- Liz Davis, Director of Financial Services**
- John Whelan, Acting Director of Recreation and Leisure 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, IT Manager**
- Jody Fifield, Executive Secretary**
- Tracey Lambert, Executive Secretary**

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**1. ADOPTION OF AGENDAS AND MINUTES**

**1.a Adoption of the Meeting Agenda for March 15, 2022**

**Resolution #22-078**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Hardy

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

*Motion Carried*

**1.b Adoption of the Meeting Minutes of March 1, 2022**

**Resolution #22-079**

**Moved By** Councillor Tilley

**Seconded By** Councillor Butler

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

*Motion Carried*

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil.

**3. VISITORS, PRESENTATIONS AND PETITIONS**

**3.a Proclamation - Easter Seals Month**

Mayor Bent proclaimed March 2022 as Easter Seals Month in the Town of Conception Bay South.

### **3.b Proclamation - Bay Du Nord Project**

Mayor Bent expressed the Town of Conception Bay South's support for the Bay Du Nord Project.

## **4. NEW BUSINESS**

Councillor Hillier pledged his support for the Bay du Nord Project and noted that he was born in the now resettled Community of Bay du Nord. He added that this is a big project on a National, Provincial, and Municipal level, and the Town would like to be involved.

Councillor Moores sent a shout out to members of Council and the community who participated in the online International Women's Day Celebration. Additionally, she advised that Deputy Mayor Gosse, Councillor Butler, Councillor Hardy, and herself attended an event at Government House with The Honourable Lieutenant Governor Judy Foote on Thursday, March 10, 2022 to celebrate International Women's Day.

Councillor Moores reminded residents to call and register for the upcoming St. Patrick's Day Senior's Social and that online Easter Camp registration will be opening on March 23, 2022 at 6:00 p.m. She concluded that the deadline for Youth and Volunteer of the Year awards deadline is April 1, 2022 and encouraged residents to submit a nomination.

Councillor Connors congratulated staff and Council who organized International Woman's Day, adding that it was a fantastic event and very inspiring. He echoed Councillor Hillier's support for the Bay du Nord project and is pleased to show the Town's support, as it has many economic development opportunities and will provide significant employment in our Province and Town.

Deputy Mayor Gosse thanked Council and staff for organizing International Women's Day, adding the panellist were amazing speakers and very authentic. Deputy Mayor Gosse echoed Councillor Moores comments regarding Youth and Volunteer of the Year awards, and noted there are many deserving and amazing people in our community to nominate.

Councillor Barrett echoed the comments regarding the Town's support for the Bay du Nord project. He spoke about a cleaner energy efficient future, climate change in our Town, coastal erosion at the Waste Water Treatment Plant, unprecedented flooding, pursuing a study on landslide implications at Manuels River, repairs to roof at the CBS Recreation Complex due to extreme wind, demand for energy, carbon and oil, and reducing green house gas emissions.

Councillor Hardy echoed the Bay du Nord comments and International Women's Day comments. She congratulated the fabulous women on the panel and noted that the take away from this event was great.

Councillor Hardy reminded residents that weekly Bingo is held at the Royal Canadian Legion every Thursday at 7:30 pm (door open at 6:30 pm) in support of the Field of Dreams softball field.

Councillor Hardy advised that Monday, March 21, 2022 is World Down Syndrome Day and she encouraged residents to wear some bright colourful socks and tag on social media to show support.

Councillor Butler echoed comments on International Women's Day. She thanked everyone for their participation and encouraged residents to watch it on YouTube. She advised that Manuels River is hosting their 2021 Board of Directors Annual General meeting in a hybrid format giving attendees the option to attend in person or virtually. The meeting is taking place on Sunday, March 27 at 3:00 pm. They are also currently seeking individuals to join their Board of Directors.

Councillor Butler advised that at the last Council meeting, Mayor Bent proclaimed 2022 as Year of the Garden. It is the desire of Council to initiate a call for members of the community to come together to devise a committee to brainstorm potential initiatives for the year long celebration. The Town is seeking interested individuals to join a steering committee to guide the Town's participation in a community-wide beautification initiative. If you would like to contribute as a member of this committee, please e-mail [ecdev@conceptionbaysouth.ca](mailto:ecdev@conceptionbaysouth.ca) or phone 834-6500 ext. 705.

Councillor Butler gave kudos to two local businesses, Taylors Fish Market and Volcano Bakery on working together and supporting local business. She reminded residents that masking may still be mandatory in some businesses in our community and asked that everyone is respectful.

Councillor Butler congratulated the Conception Bay South Brightstars on winning the Choose to Include Prize for having the most pictures posted with donuts, sponsored by Tim Hortons for the Special Olympics Newfoundland and Labrador. The Special Olympics raised approximately \$33,000 through this initiative and all the funds go right back to the programs here in Newfoundland and Labrador.

Councillor Tilley thanked fellow Councillors who organized International Women's Day. He echoed comments on the Youth and Volunteer of the Year awards and encouraged residents to participate.

Councillor Tilley advised that the NL Easter Seals Ambassador, is a young person with a disability who, for a one-year term, becomes the face & voice of people with disabilities throughout NL. He will represent Easter Seals NL participants at a variety of events, fundraisers and media related activities and other functions. The ambassador is someone who represents the incredible potential and amazing capabilities of people with disabilities. The ambassador is an individual between the ages of 8-18 who displays self-assurance, comfort in public communication with the intent of pursuing a post-secondary education. Along with a scholarship for future education, (thanks to the Fraser Edison Easter Seals NL Ambassador trust) the ambassador gains tremendous public communications and media relation experience while being given unparalleled opportunities to meet & interact with political, corporate and community leaders. Councillor Tilley is proudly congratulated Branden Bowen of Conception Bay South as the Easter Seals NL Ambassador for 2022. He added that Brandon was born with cerebral palsy and has become a household name throughout the province in traditional music circles with his accordion playing, has performed at a variety of festivals throughout the province, and has played alongside bands Shanneygannock, Rum Ragged and The Masterless Men to highlight a few. He has known Brandon for a long time and recalls when his make a wish was granted years ago to see WWE superstar John Cena at WrestleMania. Councillor Tilley advised that Brandon Bowen will represent our province at the national 100th anniversary celebrations event on March 24, 2022.

Mayor Bent echoed comments on International Women's Day, adding that it was a great event with shared stories, personal experiences, great successes. He is confident that we have an unlimited number of women in our Town to support this initiative in years to come.

Mayor Bent sent a bouquet to the remarkable curlers in our Province and especially two young curlers in our Town, Ben Stringer and Nathan Locke who were Team Young at the Brier this past week. He sent a big congratulations to Brad Gushue and his team and wished them all the best at the World Championships in April.

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

**5.a 392 Conception Bay Highway**

Councillor Butler declared a conflict on this item (Family member living in the area). She vacated the meeting at 7:33 p.m. and returned at 7:34 p.m.

**Resolution #22-080**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved that, in accordance with Council's discretionary authority at Section 10.7 of the Town's Development Regulations, Application No. 1220 received on February 1, 2022, for re-development of property at 392 Conception Bay Highway as a personal service use (salon), be approved.

*Motion Carried*

**5.b 240-258 Anchorage Road**

**Resolution #22-081**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved that, upon payment of processing fee and deposit, and in accordance with Section 14 of the Urban and Rural Planning Act, 2000, the Town initiate an amendment process to consider re-zoning the property at 240-258 Anchorage Road from Residential Low Density (R-1) to the Residential Medium Density (R-2).

*Motion Carried*

### **5.c Planning and Development Committee Report**

Deputy Mayor Gosse declared a conflict on this item. (Family owns property listed in blanket recommendation). She vacated the meeting at 7:36 p.m. and returned at 7:39 p.m.

Councillor Butler declared a conflict on this item (Has family who lives in the area). She vacated the meeting at 7:36 p.m. and returned at 7:39 p.m.

Councillor Barrett declared a conflict on this item (Resides in the area of a property discussed). He vacated the meeting at 7:36 p.m. and returned at 7:39 p.m.

Councillor Tilley declared a conflict on this item (Has family who resides in the area). He vacated the meeting at 7:36 p.m. and returned at 7:39 p.m.

#### **Resolution #22-082**

**Moved By** Councillor Hillier

**Seconded By** Councillor Moores

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

- 54-56 Delaneys Road
- 392 Conception Bay Highway
- 53 Tilley's Road S
- Notices Published
- 384-390 Fowlers Road
- 1283-1293 Conception Bay Highway
- 240-258 Anchorage Road
- Privileged Matter
- Privileged Matter
- Next Meeting
- Rocky Pond Quarry - Environmental Assessment Referral
- Wych Hazel Pond Farm - Environmental Assessment Referral

- Builders Forum 2022
- 141A Greeleytown Road
- Privileged Matter
- Pending Appeals
- Department Update

*Motion Carried*

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

**6.a Ratification Approval to Purchase - Light Duty Pick-Up Trucks**

**Resolution #22-083**

**Moved By** Councillor Tilley

**Seconded By** Councillor Butler

Be it so resolved to purchase two (2) light duty pick up trucks from Hickman Motors Limited as quoted at an approximate cost of \$111,230.00 plus HST.

*Motion Carried*

**6.b Approval to Tender - One (1) New 2022/2023 Municipal Tractor**

**Resolution #22-084**

**Moved By** Councillor Tilley

**Seconded By** Councillor Hardy

Be it so resolved that approval is given to tender for one (1) new 2022/2023 Municipal Tractor.

*Motion Carried*



**6.c Amendment - Municipal Engineering Residential Subdivision Standards - Fire Hydrant ID Tags**

**Resolution #22-085**

**Moved By** Councillor Tilley

**Seconded By** Councillor Hardy

Be it so resolved that approval be given to amend “Schedule 2 Subdivision Design Guidelines page 44, section 6.2.7 to add sub point (vii)” to the Towns Municipal Engineering Residential Subdivision Standards revision R1 August 2010 so that the section will read as follows:

**6.2.7 Hydrants**

(vii) All Hydrants to have ID Tags attached to hydrant marker poles as detailed in schedule 6, Appendices – Standard Forms and Drawings (attached).

*Motion Carried*

**6.d ENGINEERING AND PUBLIC WORKS COMMITTEE MEETING**

**Resolution #22-086**

**Moved By** Councillor Tilley

**Seconded By** Councillor Butler

Be it so resolved that the recommendations and decisions made at the Engineering and Public Works Committee meeting of March 8 2022 be accepted as presented.

- Roundabout First Policy
- Snow Clearing Policy Amendments
- Capital Fleet 2022
- Tobins Road/Conception Bay Highway Intersection
- Capital Projects Update
- Water Statistics
- 51-53 Tilley's Road South

*Motion Carried*

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

**7.a CBS Recreation Complex Roof Repairs**

**Resolution #22-087**

**Moved By** Councillor Moores

**Seconded By** Councillor Connors

Be it so resolved that approval be given to award the CBS Recreation Complex Roof Repairs to Shingle Pro Limited at a cost of \$92,750, plus HST. Funds are available in account #01-109-1000-5020.

*Motion Carried*

**7.b Recreation and Leisure Services Committee Report**

**Resolution #22-088**

**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 March 8, 2022 be accepted as presented.

- Theatre CBS - Additional Request for Facility Hours
- Online Booking System
- Chefs for Trails
- CBS / Paradise Regional Foodbank Committee
- Important Dates - Nominations open for Citizen / Youth Volunteer of the Year, Kelligrews Soiree Meeting #3, St. Patrick's Day Seniors Social, Easter Day Camp Registration, Sports Awards Banquet, Deadline for nominations for Citizen / Youth Volunteer of the Year, Easter Day Camp, U18 I Division Provincial Hockey Tournament (CBSA), Volunteer of the Year / Citizen of the Year Awards, U11 A Division Provincial Hockey Tournament (CBSA), Walking for Wellness Spring Set Start, Ball Hockey Registration, Seniors Spring Fling, Summer Day Camp Registration, 3 Hour Challenge, Youth Ball

Hockey starts, Seniors Bus Outing #1, National Indigenous Peoples Day, Summer Day Camp starts, Canada Day, Kelligrews Soiree.

*Motion Carried*

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

**8.a Capital Invoice Approval**

**Resolution #22-089**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Hillier

Be it so resolved that approval be given to pay capital invoices totaling \$43,225.63 as per the attached report.

*Motion Carried*

**8.b Accounts Payable Cheques**

**Resolution #22-090**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Connors

Be it so resolved that approval be given to pay accounts payable cheques totaling \$416,238.39 as per the attached report.

*Motion Carried*

**8.c Manual Cheques**

**Resolution #22-091**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Butler

Be it so resolved that approval be given to pay manual cheques totaling \$684,165.40.

*Motion Carried*

**8.d Direct Payments**

**Resolution #22-092**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Connors

Be it so resolved that approval be given to ratify direct payments totaling \$419,444.14.

*Motion Carried*

**8.e Tax and Other Receivables Adjustments**

**Resolution #22-093**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Barrett

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

DRIFT001 \$2,020.52

HAYWA005 \$1,196.86

LAWLO002 \$354.10

ROBEC005 \$162.66

*Motion Carried*

## **8.f Financial and Administrative Services Summary**

**Resolution #22-094**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Tilley

Be it so resolved that the decisions/recommendations of the Financial and Administrative Services Committee held on March 7, 2022 be accepted as presented.

The following items were discussed:

- Neighbourhood Watch
- Bay du Nord Environmental Assessment
- Capital Change Orders
- Capital Project Financial Update
- Financial Statement Review
- Taxes Receivable Update
- Departmental Reports

*Motion Carried*

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

### **9.a Downtown CBS Board of Management Appointment**

**Resolution #22-095**

**Moved By** Councillor Butler

**Seconded By** Councillor Hillier

Be it so resolved that approval be given to appoint Kathy Evans, Manager of the Royal Newfoundland Yacht Club, as a Director to the Downtown Conception Bay South Board of Management.

*Motion Carried*

## **9.b Economic Development and Tourism Committee Report**

**Resolution #22-096**

**Moved By** Councillor Butler

**Seconded By** Deputy Mayor Gosse

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

- Downtown CBS Strategic Planning Session
- Manuels River Board of Directors and AGM
- Hospitality Newfoundland and Labrador
- Building Naming EOI
- Year of the Garden
- Active NL
- Departmental Report

*Motion Carried*

## **10. OTHER COMMITTEE REPORTS**

Councillor Moores advised that Councillor Hardy, Deputy Mayor Gosse and herself attended the Downtown CBS Board Strategic Planning meeting at Manuels River on Thursday, March 10, 2022. She advised there was a lot of great conversation and is looking forward to providing more feedback.

**11. ADJOURNMENT**

The meeting adjourned at 7:57 p.m.

**Resolution #22-097**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

*Motion Carried*

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Darrin Bent, Mayor

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Jody Fifield, Executive Secretary