

Regular Council Meeting Minutes

Meeting #: 7
Date: April 19, 2022
Time: 7:04 p.m. - 8:01 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**
- Jennifer Norris, Director of Engineering and Public Works**
- Corrie Davis, Director of Planning and Development**
- Jennifer Lake, Director of Economic Development and Tourism**
- Maggie Hynes, Communications Manager**
- Mike Downey, Network Manager**
- Dave Tibbo, Director of Recreation and Leisure Services**

1. ADOPTION OF AGENDAS AND MINUTES

1.a Adoption of the Meeting Agenda for April 19, 2022

Resolution #22-124

Moved By Councillor Connors

Seconded By Councillor Barrett

Be it so resolved that the agenda of the meeting of April 19, 2022 be adopted as presented.

Motion Carried

1.b Adoption of the Meeting Minutes of April 5, 2022

Resolution #22-125

Moved By Councillor Tilley

Seconded By Councillor Moores

Be it so resolved that the minutes of the meeting of April 5, 2022 be adopted as presented.

Motion Carried

2. BUSINESS ARISING FROM PREVIOUS MINUTES

3. VISITORS, PRESENTATIONS AND PETITIONS

3.a Proclamation - Volunteer Week

Mayor Bent proclaimed the week of April 24 - 30, 2022 as National Volunteer Week in the Town of Conception Bay South.

4. NEW BUSINESS

Deputy Mayor Gosse acknowledged Volunteer Week and thanked all volunteers in the Town.

Councillor Hillier also thanked volunteers that make our lives better in Conception Bay South.

Councillor Connors commented on the CBR Junior Renegades and Senior Blues fundraiser. He thanked all who participated and attended.

Councillor Hardy stated that every act of kindness matters. She stated that registration is now open for the next session of swimming lessons.

Councillor Barrett stated that he had attended the Hospitality NL conference a couple of weeks back. He stated that it was great to see so many Conception Bay South businesses there.

Councillor Moores congratulated several hockey teams on recent tournament winnings as well as the CBS Squash Club who attended the Atlantic Championships. She also congratulated a swimmer from the CBS Bluefins.

Councillor Butler reminded residents about Neighbourhood Watch. She stated that she had visited with the Mabel Dawe and Alice Clarke, twins, for their 100th birthday and presented certificates signed by Mayor Bent. She also advised that the twins will be receiving certificates from the Lieutenant General. She also advised of A Night of Comedy featuring Christopher Tobin, Stephen Vanier, and Todd Butt, will take place on May 6. Tickets are available at manuelriver.ca

Councillor Tilley thanked everyone who volunteers.

Mayor Bent stated that the Town hosted the Builders Forum on April 14, 2022. He also thanked all volunteers especially Louise and Bernie Mercer who are organizing the 9th Annual Food Drive.

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

5.a 6 Little Belle Place

Resolution #22-126

Moved By Councillor Hillier

Seconded By Councillor Connors

Be it so resolved that, in accordance with Council's discretionary authority, the landscaping aspect of Application 1346 received on March 21, 2022 to landscape the front yard of 6 Little Belle Place with decorative stone, be approved.

AND FURTHER:

Be it so resolved that, in accordance with Section 15 of the Town's Fence Regulations, the fence aspect of application No. 1346 received on March 21, 2022, for a front yard fence at 6 Little Belle Place, be refused in consideration that it does not border a public walkway, does not constitute

a retaining wall, does not delineate a driveway, nor is there an established form of front yard fences along the street.

Motion Carried

5.b 7 Pine Tree Road

Resolution #22-127

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 No. 1284 received on February 28, 2022, for development of a six unit row dwelling at 7 Pine Tree Road, be approved subject to the installation of municipal water and sewer services at Pine Tree Road.

Motion Carried

5.c 583-585 Conception Bay Highway / Butlers Road South

Councillor Tilley declared a conflict on this item. (He resides in the area) He vacated the meeting at 7:26 p.m. and returned at 7:27 p.m.

Resolution #22-128

Moved By Councillor Hillier

Seconded By Councillor Butler

Be it so resolved that, in accordance with Sections 4.10 and 10.11, and Part 7 of the Town's Development Regulations, the proposed subdivision of land at 583-585 Conception Bay Highway, be approved in principle, subject to completion of a Land Use Impact Assessment Report and that the portion of Butlers Road South must be re-aligned and upgraded from Conception Bay Highway to the northernmost entrance of the subdivision from Butlers Road South.

AND FURTHER:

Be it so resolved that, in accordance with section 5.8 of the Town's Development Regulations, a building line of 8m be established along new roads within the proposed subdivision.

Motion Carried

5.d 47 Fowlers Road

Resolution #22-129

Moved By Councillor Hillier

Seconded By Councillor Hardy

Be it so resolved that, in accordance with Sections 10.7 and 10.11.2 of the Town's Development Regulations, Application No. 1297, received on March 4, 2022 to operate a personal service use (music lessons and studio) as a home based business from 47 Fowlers Road, be approved.

Motion Carried

5.e 5 Peachytown Road

Resolution #22-130

Moved By Councillor Hillier

Seconded By Councillor Moores

Be it so resolved that, in accordance with Sections 4.14(2) and 10.11.1 of the Town's Development Regulations, and in consideration of feedback received from a neighbouring property owner about the proposal, Application No. 1140, received on December 13, 2021 to re-develop the property at 5 Peachytown Road by converting the existing single dwelling to a double dwelling, be approved.

Motion Carried

5.f 1 Gardner Drive

Resolution #22-131

Moved By Councillor Hillier

Seconded By Councillor Barrett

Be it so resolved that, under authority of Section 3.12 of the Town's Development Regulations, Application No. 1313 received on March 9, 2022, seeking approval of a variance to reduce the minimum rear yard depth from 10m to 9m at 1 Gardner Drive, be approved.

Motion Carried

5.g 184 Tilley's Road South

Resolution #22-132

Moved By Councillor Hillier

Seconded By Councillor Moores

Be it so resolved that, under authority of section 102 of the *Urban and Rural Planning Act, 2000*, section 404(1)(e) of the *Municipalities Act, 1999* and section 4.1 of the Town's Development Regulations, the Order issued on April 7, 2022 requiring the property owner remove or relocate an accessory building to a permitted location on the property at 184 Tilley's Road South, be confirmed.

Motion Carried

5.h 376 Conception Bay Highway

Councillor Butler declared a conflict on this item. (She has family living in close proximity.) She vacated the Chamber at 7:33 p.m. and returned at 7:34 p.m.

Resolution #22-133

Moved By Councillor Hillier

Seconded By Councillor Hardy

Be it so resolved that, under authority of section 102 of the *Urban and Rural Planning Act, 2000*, section 404(1)(e) and (f) of the *Municipalities*

Act, 1999 and section 4.1 of the Town's Development Regulations, the Order issued on April 7, 2022 requiring the property owner to cease and desist any further construction, remove the remnants of the existing building and re-erect a security fence deemed acceptable by the Town to restrict public access to the site immediately until the site is cleared on property at 376-378 Conception Bay Highway, be confirmed.

Motion Carried

5.i 4 Fowlers Road

Councillor Barrett declared a conflict on this item. (He lives near the property) He vacated the Chamber at 7:34 p.m. and returned at 7:34 p.m.

Be it so resolved that, under authority of section 102 of the *Urban and Rural Planning Act, 2000*, section 404(1)(e) of the *Municipalities Act, 1999* and section 4.1 of the Town's Development Regulations, the Order issued on April 7, 2022 requiring the property owner to demolish or remove the accessory building, or relocate the accessory building to an approved location on the property located at 4 Fowlers Road, be confirmed.

DEFERRED

5.j 1283-1293 Conception Bay

Resolution #22-134

Moved By Councillor Hillier

Seconded By Councillor Connors

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 a portion of the property at 1283-1293 Conception Bay Highway from the Open Space Conservation (OSC) to the Residential Medium Density (R-2) zone.

AND FURTHER:

Be it so resolved that the Town request the Minister of Municipal and Provincial Affairs to allow the Town to undertake initial consultation for re-designating the same portion of 1283-1293 Conception Bay Highway from

“Restricted Development” to “Urban Development” in the St. John’s Urban Region Regional Plan.

Motion Carried

5.k Planning and Development Committee Report

Deputy Mayor Gosse declared a conflict on this item. (pertaining to Incinerator Road where her company as submitted a quarry application) She vacated the Chamber at 7:38 p.m. and returned at 7:40 p.m.

Resolution #22-135

Moved By Councillor Hillier

Seconded By Councillor Hardy

Be it so resolved that the decisions and recommendations made at the Planning and Development Committee meeting on April 11, 2022 be accepted as presented.

- 8 Seaspray Crescent
- 6 Easons Road
- 263 Seal Cove Road
- 6-8 Foxtrap Access Road
- Notices Published
- 12 Silverwood Drive
- Road Reservation Standards
- Municipal Plan Review
- Incinerator Road, St. John’s
- 375 Fowlers Road
- 180 Peachytown Road
- 19 Calvin Manor Road
- 2021 Department Performance
- Staff Development
- 24 & 26 Battens Road

- 118 Red Bridge Road
- 122-138 Walshs Road
- 55 Cluneys Road
- Terminal Road
- 7 Pattys Arm Road
- Builders Forum
- Department Update

Motion Carried

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

6.a Approval to Award Tender 22-01 Purchase of One New 2022 or Newer Municipal Tractor

Resolution #22-136

Moved By Councillor Tilley

Seconded By Councillor Connors

Be it so resolved that approval be given to award tender 22-01 Purchase of One New 2022 or Newer Municipal Tractor to Saunders Equipment for \$147,600 plus HST.

Motion Carried

6.b Approval to Award Steadywater Brook Storm Upgrades Phase 2

Resolution #22-137

Moved By Councillor Tilley

Seconded By Councillor Hillier

Be it so resolved that approval be given to award Steadywater Brook Storm Upgrades Phase 2 to Eric Taylor Limited for \$613,743.50, including tax.

Motion Carried

6.c Engineering and Public Works Committee Meeting

Resolution #22-138

Moved By Councillor Tilley

Seconded By Councillor Butler

Be it so resolved that the recommendations and decisions at the Engineering and Public Works Committee meeting of April 12 2022 be accepted as presented.

- Capital Works
- Water Statistics
- 2022 Traffic Calming - School Zones
- Tenders for asphalt, granulars and salt

Motion Carried

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

7.a Recreation and Leisure Services Committee Report

Resolution #22-139

Moved By Councillor Moores

Seconded By Councillor Hillier

Be it so resolved that the recommendations / decisions made at the Recreation and Leisure Services Committee Meeting of April 12, 2022 be accepted as presented.

- Worsley Park Donation - Music NL
- Canadian Inclusivity Squash Program - User Fees
- Sports Awards Banquet - Future Planning
- Battle of the Atlantic Service
- Important Dates - Easter Day Camp, U-18 I Division Provincial Hockey Tournament (CBSA), U-11 A Division Provincial Hockey Tournament

(CBSA), Volunteer of Year/Citizen of the Year Awards, NLCA Cheerleading Competition (CBSA), Frank Roberts Jr High Hockey Tournament, 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

- Beach Volleyball Program
- Adaptive Equipment Rental Program
- Recreation and Leisure Services Committee Minutes
- Shield Hockey Tournaments
- Curling

Motion Carried

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

8.a Accounts Payable Cheques

Resolution #22-140

Moved By Deputy Mayor Gosse

Seconded By Councillor Hardy

Be it so resolved that approval be given to pay cheques totaling \$893,934.86 as per the attached listing.

Motion Carried

8.b Manual Cheques

Deputy Mayor Gosse declared a conflict on this item. (cheque for company she is involved in.) She vacated the Chamber at 7:46 p.m. and returned at 7:47 p.m.

Resolution #22-141

Moved By Councillor Hardy

Seconded By Councillor Barrett

Be it so resolved that approval be given to pay manual cheques totaling \$307,478.26.

Motion Carried

8.c Direct Payments

Resolution #22-142

Moved By Deputy Mayor Gosse

Seconded By Councillor Barrett

Be it so resolved that approval be given to ratify direct payments totaling \$443,770.22.

Motion Carried

8.d Capital Invoice Approval

Resolution #22-143

Moved By Deputy Mayor Gosse

Seconded By Councillor Butler

Be it so resolved that approval be given to pay capital invoices totaling \$245,971.88 as per the attached listing.

Motion Carried

8.e Change in Meeting Schedule

Resolution #22-144

Moved By Deputy Mayor Gosse

Seconded By Councillor Barrett

Be it so resolved that the Public Meetings for the summer months will be held on June 14th, July 12th and August 16th. The regular Public Meeting schedule will resume for the month of September.

Motion Carried

8.f Asset Management Policy

Resolution #22-145

Moved By Deputy Mayor Gosse

Seconded By Councillor Connors

Be it so resolved that approval be given to adopt the Asset Management Policy as presented.

Motion Carried

8.g Financial and Administrative Services Committee Report

Resolution #22-146

Moved By Deputy Mayor Gosse

Seconded By Councillor Hillier

Be it so resolved that the recommendations/decisions of the Financial and Administrative Services Committee meeting held on April 11, 2022 be accepted as presented.

The following items were discussed:

- Capital project update
- Asset management policy and training
- lease of equipment
- 2021 procurement card rebate
- Enforcement and Humane Services Statistics

- Fire Department Statistics
- FCM Conference
- Donation and Community Partnerships Policy
- Municipal Awareness Week
- Departmental Reports

Motion Carried

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

9.a Building Naming

Resolution #22-147

Moved By Councillor Butler

Seconded By Councillor Moores

Be it so resolved that approval be given to release a call for Expressions of Interest for the Naming of the Building which will house the library.

Motion Carried

9.b Economic Development and Tourism Committee Report

Councillor Barrett declared a conflict on this item. (lives near 2570 Topsail Road.) He vacated the Chamber at 7:54 p.m. and returned at 7:55 p.m.

Resolution #22-148

Moved By Councillor Butler

Seconded By Councillor Hardy

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of April 12, 2022 be accepted as presented:

- Hospitality Newfoundland and Labrador Conference
- 2570 Topsail Road
- Ocean Glen Community Garden

- Building Naming
- Manuels River AGM
- Departmental Report

Motion Carried

10. OTHER COMMITTEE REPORTS

Councillor Connors stated that he had attended the most recent meeting of NEAJC. The proposed ATV Regulations was a topic of conversation.

Councillor Moores stated that she had attended the most recent meeting of Downtown CBS.

11. ADJOURNMENT

The meeting adjourned at 8:01 p.m.

Resolution #22-149

Moved By Councillor Tilley

Seconded By Councillor Butler

Be it so resolved that the meeting adjourn.

Motion Carried

Darrin Bent, Mayor

Gail Pomroy, Town Clerk