

Regular Meeting #08 May 7, 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 Councillors Bent 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, Dave Tibbo, Director of Economic Development, Jennifer Lake, Fire Chief John Heffernan, Director of Engineering and Public Works, Jennifer Norris, and Communications Manager, Maggie Hynes.

1. ADOPTION OF AGENDAS AND MINUTES

a. Adoption of the Meeting Agenda for May 7, 2019

Resolution #19-140
Councillor Bursey/Councillor Youden

Be it so resolved that the agenda of the meeting of May 7, 2019 be adopted as presented.

- carried unanimously

b. Adoption of the Meeting Minutes of April 16, 2019

Resolution #19-141
Councillor Bursey/Councillor Butler

Be it so resolved that the minutes of the meeting of April 16, 2019 be adopted as presented.

- carried unanimously

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. VISITORS, PRESENTATIONS AND PETITIONS

a. **Municipal Awareness Day Contest Winners** **“If I was Mayor.....”**

Kindergarten	William Penney	St. Edward’s Elementary
Grade 1	Zoe Adams	Admirals Academy
Grade 2	Hayden Yetman	St. George’s Elementary
Grade 3	Anna Richards	Topsail Elementary
Grade 4	Brooke White	St. Edward’s Elementary

b. **Proclamation – Mental Health Week**

Mayor French declared the week of May 6 – 12, 2019 as CMHA Mental Health Week in the Town of Conception Bay South.

c. **Proclamation - North American Occupational Safety and Health (NAOSH) Week**

Mayor French declared the week of May 5 – 11, 2019 as North American Occupational Safety and Health (NAOSH) Week in the Town of Conception Bay South.

d. **Proclamation – Multiple Sclerosis Awareness Month**

Mayor French declared the month of May 2019 as Multiple Sclerosis Awareness Month in the Town of Conception Bay South. Avalon Chapter representative Lisa Cooney was in attendance.

e. **Proclamation – World Ovarian Cancer Day**

Mayor French declared May 8, 2019 as World Ovarian Cancer Day in the Town of Conception Bay South. Margie Coombes and Pamela Hoddinott from the Belles with Balls Committee were in attendance.

f. Proclamation - Municipal Awareness Day

Mayor French declared May 8, 2019 as Municipal Awareness Day in the Town of Conception Bay South.

g. Proclamation – Economic Development Week

Mayor French declared May 6-11, 2019 as Economic Development Week in the Town of Conception Bay South.

4. NEW BUSINESS

Deputy Mayor Murphy

stated that he and Councillor Davis attended a wreath laying ceremony in memory of the seven Paratroopers who lost their lives in the Ottawa River during a training exercise parachute drop. On 8 May 1968, 2 Airborne Signal Troop (of 2 Signal Squadron, Petawawa) participated with other units in a parachute drop at Camp Petawawa Ontario. Due to a wind shift a number of the parachutists landed in the adjacent Ottawa River rather than on the designated landing zone. While many were saved others, who had landed in the water were drowned before rescue was possible.

Councillor Youden

stated that he had attended the annual squash banquet. He stated that he is Impressed by the organizers and coaches.

expressed congratulations to staff who had loaned the Town's spare Zamboni to an arena in the Goulds. He stated that it is great to see such cooperation among communities.

stated that the QE Pioneers Alumni will be holding a fundraising event for the Autism Society.

Councillor Hillier

requested letters of congratulations be sent to Joe Deveraux on his selection for induction into the 2019 Class Of The Canadian Indicator Club by Softball Canada and Joan Butler who was named 2018 Official of the Year by Sport Newfoundland and Labrador for swimming.

Councillor Butler

stated that she and Councillors Bent, Davis and Youden attended the Tourism Opportunities Workshop last week hosted by our Economic Development Department. She stated that the synergies were firing throughout the day as industry experts and experience providers offered learning opportunities and new partnerships were formed among the existing businesses and budding entrepreneurs in the room. The Town has tremendous cultural, natural and built assets which forms the tourism foundation for developing product. We anticipate a Tourism Advisory Committee will be formed in the coming months and the Town continue to will work to facilitate and support the industry and reap the benefits that the tourism industry can provide.

stated that Economic Development Week will be celebrated by practitioners across North America from May 6 - 11, 2019. To commemorate Economic Development Week we will be sharing a short video on our social channels that demonstrates the importance of economic development to the fabric of a community. Often many people don't really know what economic development is. This video provides an excellent snapshot for you. It can be

found online at
www.economicdevelopmentmatters.com

stated that we are saddened to note that one of our valued economic development team members will be moving out of the province and we would to extend our best wishes to Krista House. She has certainly been a loyal employee who has dedicated her heart and soul into our community. The Town is currently accepting applications for the position of Economic Development Coordinator until May 13. Details are available on the Town's website.

stated that the ATV Committee continue to meet regularly and have had 6 meetings since their first meeting last Fall. Highlights of their meetings are posted to the ATV page of the Town's website following each meeting. The Committee, in conjunction with Avalon Trailways will be hosting a safety session at the Town Hall on Municipal Awareness Day, May 8 at 7pm. Attendees will have a chance to win a helmet and a set of tie downs (valued at \$130). We encourage those interested in attending to RSVP and thank the Committee and Avalon Trailways for their attention to safe ATV use within the town.

Councillor Davis

stated that we are pleased to announce that fans can purchase tickets for our Pinty's Grand Slam of Curling Event, The Boost National, taking place Dec 10-15,2019, beginning 12:00 p.m. (NST) on Friday, May 10 at all Mile One Centre ticket outlets, which includes visiting the Mile One Centre box office, calling (709) 576-7657 or visiting www.mileonecentre.com. Full event packages will be \$295 plus any online fees. On sale dates for individual tickets will be announced in fall 2019.

stated that the Town's Curling Program commenced today and will run until Saturday afternoon. All daytime slots have been filled by

all our local schools. Evening sessions are also available on a drop-in basis throughout the week free of charge. Starting on Friday night, a fun bonspiel will take place and will conclude on Saturday Pintys Grand Slam Curling – Mile One on Friday.

expressed congratulations to Mallory Johnson for winning an ECMA Award for country recording of the year.

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

No meeting held

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

Councillor Butler read the following statement:

Waste Reduction Take – Action Plan

As part of the Town's ongoing initiatives to reduce waste, we will be sharing a monthly take-action tip to encourage recycling and help reduce the amount of waste going to the landfill. These messages will be shared on our social media channels. This month's tip is to please reuse coffee mugs and water bottles. Every year Canadians use more than 5 billion single-use coffee mugs and water bottles. Keep a reusable drinking bottle or mug at work, in your bag, or in the car for easy access, and show your commitment by choosing an establishment that support refill.

If you would like to share any tips/ideas please email wasterecycling@conceptionbaysouth.ca

2018 Street Paving Program Recommencement

Please be advised that 2018 street upgrading and paving will recommence Monday, May 13, 2019 and continue through the summer. Motorists should expect delays. Please use caution and respect construction workers and equipment when

traveling through construction zones. For a complete list of streets scheduled for paving please visit the Town's website. As further updates and disruption notices become available they will be posted on the Towns website and social media accounts. For further inquires please contact the Engineering and Public Works Department.

Presentation of recommendations of meeting held on April 30, 2019

1. 3202 Flygt Pump Repair Estimate – Concord Drive Lift Station

Resolution #19-142
Councillor Butler/Councillor Bursey

Be it so resolved that approval be given for repairs to the Concord Drive Lift Station pump from Xylem at an estimated amount of \$21,721.00 plus HST. Funds to be taken from account #01-401-1000-7405.

- carried unanimously

2. 2019 Lift Station Preventative Maintenance Program

Resolution #19-143
Councillor Butler/Councillor Davis

Be it so resolved, that approval be given to Xylem in the amount of \$8,820.00 plus HST for a Preventative Maintenance Program on submersible lift stations. Funds to be taken from account 01-401-1000-7405.

- carried unanimously

3. Engineering and Public Works Committee Meeting

Resolution #19-144
Councillor Butler/Councillor Hillier

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of April 30, 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 April 30, 2019

1. Recreation Complex – Annual Maintenance Shutdown

**Resolution #19-145
Councillor Davis/Councillor Youden**

Be it so resolved that the Recreation Complex close for its annual maintenance commencing Sunday, August 18 and reopening on Tuesday, September 3, 2019.

- carried unanimously

2. Land Acquisition Behind Parson's Softball Facility-Survey

**Resolution #19-146
Councillor Davis/Councillor Bursey**

Be it so resolved that approval be given for the Town to engage the services of Martin Surveys & Land Services Inc., at a cost of \$2,608.00 plus HST. Funds are available in the Open Space Trust Fund account.

- carried unanimously

3. Junior Renegades/Senior Blues Charity Hockey Game

**Resolution #19-147
Councillor Davis/Councillor Butler**

Be it so resolved that approval be given to donate ice time for a Junior Renegades and Senior Blues charity hockey game in support of the CBS Special Olympics Program.

- carried unanimously

4. Recreation and Leisure Services Committee

Resolution #19-148
Councillor Davis/Councillor Hillier

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of April 30, 2019 be accepted as presented.

- carried unanimously

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

Presentation of recommendations of meeting held on April 30, 2019

1. Accounts Payable Cheque Register

Resolution #19-149
Deputy Mayor Murphy/Councillor Davis

Be it so resolved that approval be given to pay cheques totaling \$109,248.22 as per the Accounts Payable Cheque Register Report.

- carried unanimously

2. Ratification of Manual Cheques Previously Released

Resolution #19-150
Deputy Mayor Murphy/Councillor Butler

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$412,296.16.

- carried unanimously

3. Capital Invoices

Resolution #19-151
Deputy Mayor Murphy/Councillor Davis

Be it so resolved that approval be given to pay capital invoices totaling \$393,493.76 as follows:

Project	Vendor	Details	Amount
2018 Street Upgrading	Exp Services	Invoice #488146	\$35,801.96
Traffic Study Phase 3	Harbourside	Invoice #1398	\$17,015.29
Legion Road Upgrading	Farrells Excavating Limited	Progress Claim #4-Revised	\$340,676.51
Total Capital Invoices			\$393,493.76

- carried unanimously

4. Tax and Other Receivables Adjustments

Resolution #19-152
Deputy Mayor Murphy/Councillor Burse

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

S&LPO002	\$270.18
THEHE001	\$1,741.81
ABBOT002	\$350.00
JUSTC001	\$4,123.52
TANGI001	\$1,729.75
CHEST001	\$401.56
SCOTL004	\$12,083.31

- carried unanimously

5. Approval to Call for RFP – General Insurance and Risk Management Services

Resolution #19-153
Deputy Mayor Murphy/Councillor Butler

Be it so resolved that approval be given Request for Proposals for General Insurance and Risk Management Services for a five year period from July 1, 2019 to June 30, 2024.

- carried unanimously

6. Harbour Authority of Foxtrap – Community Partnership

Resolution #19-154
Deputy Mayor Murphy/Councillor Bursey

Be it so resolved that approval be given to enter into a community partnership agreement with the Harbour Authority of Foxtrap.

AND FURTHER

Be it so resolved that approval be given to provide an operating grant in the amount of \$10,000 to the Harbour Authority of Foxtrap.

- carried unanimously

7. Signing Authority

Resolution #19-155
Deputy Mayor Murphy/Councillor Bursey

Be it so resolved that approval is given to the Director of Engineering and Public Works and the Director of Finance to sign capital project related documents as a representative of the owner, on behalf of the Chief Administration Officer, such as claims, change orders, status reports and other similar financial reporting documents.

- carried unanimously

8. 82 Lawrence Pond Road

Resolution #19-156
Deputy Mayor Murphy/Councillor Burse

Be it so resolved that the file relating to 82 Lawrence Pond Road, Conception Bay South be referred to Town's solicitors for legal action.

- carried unanimously

9. Approval to Call Tender – Fire Department Fall Protection Training

Resolution #19-157
Deputy Mayor Murphy/Councillor Hillier

Be it so resolved that approval be given to call tender for Fall Protection training for the Conception Bay South Fire Department.

- carried unanimously

10. Confirm Order – 27-39 Pocket Road

Resolution #19-158
Deputy Mayor Murphy/Councillor Davis

Be it so resolved that the Order issued on April 29, 2019 to both the property owner and the occupant under the Urban and Rural Planning Act, 2000, the Municipalities Act, 1999, the Town of Conception Bay South Development Regulations, and the Waste Disposal and Property Regulations ordering the property owner and occupant to restore the property back to its original state by removing all inoperable and scrap vehicles and equipment from the property and to cease and desist any further work relating to the metal recycling business immediately, be confirmed.

- carried unanimously

11. Financial and Administrative Services Committee Report

Resolution #19-159

Deputy Mayor Murphy/Councillor Davis

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of April 30, 2019 be accepted as presented.

- carried unanimously

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

Councillor Butler read the following statement:

Parks Commission Green Team

- The CBS Parks Commission has been chosen to host a Green Team again this summer!
- The deadline to apply is May 14, 2019.
- Further information on the positions available and how to apply can be found on the Town's website.
- Participating organizations have realized tremendous success with these teams in the past in advancing their projects and we are excited to welcome this partnership again for 2019.

Community Garden Project

- We are super excited to host a public meeting on initiating a Community Garden Project in Conception Bay South.
- Food First NL will be here to present best practices to those in attendance and facilitate a discussion on what our garden concept should look like, where it should be located, what we should grow, etc.
- We hope to have a steering committee developed from the meeting which is scheduled for Wednesday, May 29 at 6:30 here in the Greenslade Gallery at the Town Hall.
- We are asking that folks interested in attending RSVP. Details are on our website and social media.

Presentation of recommendations of meeting held on April 30, 2019

1. Downtown Conception Bay South BIA Update

As per the Business Improvement Association Regulations, Council is required to appoint new members to the Board of Management.

Darrell Wade of 365 Wellness expressed interest in joining the Board. The BIA Board of Management endorsed the interest and tabled their recommendation to the Committee for further endorsement. The Committee concurred and hence are providing a recommendation for council consideration.

Resolution #19-160
Councillor Butler/Councillor Hillier

Be it so resolved that Darrell Wade, owner of 365 Wellness (89 Conception Bay Highway), be appointed to the Downtown Conception Bay South BIA Board of Management.

- carried unanimously

2. Economic Development and Tourism Committee Meeting Report

Resolution #19-161
Councillor Butler/Councillor Davis

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of April 30, 2019 be accepted as presented.

- carried unanimously

10. OTHER COMMITTEE REPORTS

Nil

11. ADJOURNMENT

The meeting adjourned at 8:04 p.m.

Resolution #19-162
Councillor Youden/Councillor Bursey

Be it so resolved that the meeting adjourn.

- carried unanimously

Terry French
Mayor

Gail Pomroy
Town Clerk