

**Regular Council Meeting Minutes**

Meeting #: 13  
Date: September 6, 2022  
Time: 7:00 p.m. - 7:52 p.m.  
Location: Council Chambers

**Members Present**  
**Mayor Bent**  
**Deputy Mayor Gosse**  
**Councillor Tilley (via Zoom)**  
**Councillor Connors**  
**Councillor Butler**  
**Councillor Hillier**  
**Councillor Hardy**  
**Councillor Barrett**

**Staff Present**  
**Gail Pomroy, Town Clerk**  
**Liz Davis, Director of Financial 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**  
**Maggie Hynes, Communications Manager**  
**Mike Downey, Network Manager**

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**1. ADOPTION OF AGENDAS AND MINUTES**

**1.a Adoption of the Meeting Agenda for September 6, 2022**

**Resolution #22-302**

**Moved By** Councillor Connors

**Seconded By** Councillor Butler

Be it so resolved that the agenda of the meeting of September 6, 2022 be adopted as presented.

*Motion Carried*

**1.b Adoption of the Meeting Minutes of August 16, 2022**

**Resolution #22-303**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hillier

Be it so resolved that the minutes of the meeting of August 16, 2022 be adopted as presented.

*Motion Carried*

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**3. VISITORS, PRESENTATIONS AND PETITIONS**

**3.a Proclamation - National Forest Week**

Mayor Bent proclaimed September 18 - 24, 2022 as National Forest Week in the Town of Conception Bay South.

**3.b Proclamation - Childhood Cancer Awareness Month**

Mayor Bent proclaimed September 2022 as Childhood Cancer Awareness Month. Candlelighters Vice President, Melanie Murphy and her family, Steve and David Young were in attendance. Local residents Danielle, Alex and Michael Little were also in attendance.

### **3.c Petition - Cherry Lane**

Councillor Hillier presented a petition from residents of Cherry Lane opposed to a proposed zoning change. This will be forwarded to the Planning and Development Committee for review and consideration.

## **4. NEW BUSINESS**

Deputy Mayor Gosse stated that tomorrow is the last day to get tickets for the Manuels River Bobber Race. She stated that nominations for the Bright Business Achievement Awards are open until Wednesday, September 21, 2022. Finally she stated that the Town will acknowledge indigenous land at future meetings.

Councillor Hillier commented on the completion of sidewalks in Long Pond. He congratulated the Downtown Business Association.

Councillor Butler stated that September is World Suicide Prevention Month.

Councillor Connors commented on cellular service in Conception Bay South. He stated that service is very poor in certain areas of the Town. He requested residents to go to the Bell website and fill out the complaint forms.

Councillor Barrett commented on the newly implemented speed limits in school zones in Conception Bay South. He wished all a safe return to school.

Councillor Hardy commented on the annual Pirate Day recently held. She also commented on the recently completed sidewalks in Upper Gullies. She stated that walking for wellness starts up again tomorrow at Worsley Park and reminded residents of a Newcomer Welcome Evening scheduled for September 13, 2022 at Topsail Beach.

Mayor Bent attended the annual awards for Special Olympics last evening. He stated that it was a nice event and congratulated all athletes. He commented on children going back to school tomorrow and the change in speed limits in school zones. He stated he was very pleased to have the RNC and the Principal of Admiral's Academy join the Town at a media event this morning. He stated that his thoughts and well wishes are being sent to families of those injured at the Come By Chance Refinery and wish those injured a speedy recovery. He also expressed condolences to the friends and families of victims of recent attacks in Saskatchewan.

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

**5.a 38-42 Salem Place**

**Resolution #22-304**

**Moved By** Councillor Hillier

**Seconded By** Councillor Butler

Be it so resolved, that in accordance with Section 7 of the Town's Commercial Motor Vehicle Regulations, Application No. 1833 received June 16, 2022 seeking approval to park a commercial vehicle at 38-42 Salem Place, be refused in consideration that the property lacks frontage on a public street and does not have the minimum lot area required.

*Motion Carried*

**5.b 4 Camp Emmanuel Place**

**Resolution #22-305**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that in accordance with Sections 5.15, 5.19(3), and 5.19(4) of the Town's Development Regulations, Application No. 2086 received August 11, 2022 for the construction of a single dwelling at 4 Camp Emmanuel Place be approved on condition that the dwelling shall not increase the non-conformity, and confirmation of an access agreement to the property from Camp Emmanuel Place via the right-of-way identified on the property survey.

*Motion Carried*

**5.c 290 Fowlers Road**

**Resolution #22-306**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved, that in accordance with Council's discretionary authority of Section 5.3.1 and 5.3(3) of the Town's Development Regulations,

Application No. 2007 received July 21, 2022 for an 14.4m x 15m accessory building at 290 Fowlers Road, be approved on condition that the accessory building shall not be used for commercial purposes, that the accessory building be placed a minimum of 10m from the rear boundary line of the adjacent property, a tree buffer be retained between the building and adjacent property lines, and that the building be balanced with the main building in terms of exterior finish, roof line and pitch.

*Motion Carried*

**5.d 71 Seal Cove Road**

**Resolution #22-307**

**Moved By** Councillor Hillier

**Seconded By** Councillor Hardy

Be it so resolved that the permit renewal fee for a home-based business at 71 Seal Cove Road be waived in consideration that the permit was held pending the outcome of a third party appeal.

*Motion Carried*

**5.e 73 Andrews Road**

Councillor Hardy declared a conflict on this item as she it is in close proximity to her residence. She vacated the Chamber at 7:33 p.m. and returned at 7:34 p.m.

**Resolution #22-308**

**Moved By** Councillor Hillier

**Seconded By** Deputy Mayor Gosse

Be it so resolved, that in accordance with Council's discretionary authority of Sections 3.12 of the Town's Development Regulations, Application No. 1978 dated July 13, 2022 for a variance to reduce the minimum frontage by 10% for each of the three lots to be subdivided from 73-77 Andrews Road, be approved.

*Motion Carried*

**5.f 27 McCutcheons Road**

**Resolution #22-309**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved, that application No. 2022 received on July 25, 2022 seeking approval for development of a single dwelling serviced with an on site private well and septic system at 27 McCutcheons Road be approved subject to approval from Service NL for the private well and septic system.

*Motion Carried*

**5.g 512 Conception Bay Highway**

**Resolution #22-310**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved that under the authority of Sections 22 and 23 of the *Urban and Rural Planning Act, 2000* the report and recommendations of Commissioner Jewczyk respecting Conception Bay South Municipal Plan Amendment No. 21, 2022 and Development Regulations Amendment No. 39, 2022 be accepted as presented.

**AND FURTHER:**

Be it so resolved under the authority of Section 23 of the *Urban and Rural Planning Act, 2000* that Conception Bay South Municipal Plan Amendment No. 21, 2022 and Development Regulations Amendment No 39, 2022 be approved as adopted.

*Motion Carried*

## **5.h Committee Report**

Councillor Tilley declared a conflict on this item as it pertains to 583 – 585 Conception Bay Highway as it is near his residence. He vacated the meeting at 7:37 p.m. and returned at 7:38 p.m.

Councillor Connors declared a conflict on this item as one of the properties is close to his brother's house. He vacated the Chamber at 7:37 p.m. and returned at 7:38 p.m.

### **Resolution #22-311**

**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 August 30, 2022 be accepted as presented.

- 583-585 Conception Bay Highway
- 86 Red Bridge Road
- Notices Published
- Stewardship Association of Municipalities
- 22-24 Cherry Lane
- 163-177 Conception Bay Highway
- 40 Redwood Place
- 14 Britanolia Place
- Cabot Road
- Department Update

*Motion Carried*

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

**6.a Community Park Rubber Matting - Approval to Award - Ratification**

**Resolution #22-312**

**Moved By** Councillor Connors

**Seconded By** Councillor Hardy

Be it so resolved that approval is given to award the supply and installation of granular material for the Community Park playground area to GCA at an upset cost of \$56,977.56. Funds are available in the Open Space Fund.

*Motion Carried*

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

Mayor Bent declared a conflict on this item as it involves his employer, CBS Soccer Association. He vacated the Chamber at 7:40 pm and returned at 7:42 p.m.

**Resolution #22-313**

**Moved By** Councillor Connors

**Seconded By** Councillor Barrett

Be it so resolved that the recommendations and decisions of the Recreation and Leisure Services Committee meeting of August 30, 2022 be accepted as presented.

- CBS Soccer Association - Correspondence
- Correspondence - All Saints Softball Field
- Recreation Complex Shutdown - Update
- Community Park - Entrance Way
- Santa Claus Parade and Tree Lighting Ceremony
- Light Walk
- Important Dates
- Community Use - Parsons Building



- Brush Cutting - Cabot Road

*Motion Carried*

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

**7.a Accounts Payable Cheques**

**Resolution #22-314**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Hardy

Be it so resolved that approval be given to pay accounts payable cheques totaling \$203,368.86 as per the attached listing.

*Motion Carried*

**7.b Manual Cheques**

**Resolution #22-315**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Connors

Be it so resolved that approval be given to ratify the payment of manual cheques totaling \$234,525.77.

*Motion Carried*

**7.c Capital Invoice Approval**

**Resolution #22-316**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Barrett

Be it so resolved that approval be given to pay capital invoices totaling \$428,759.83 as per the attached report.

*Motion Carried*

#### **7.d Tax and Other Receivables Adjustments**

**Resolution #22-317**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Butler

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

- ESTAT001 \$10,909.28
- HANCP001 \$779.36

*Motion Carried*

#### **7.e Gateway Development**

**Resolution #22-318**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Hillier

Be it so resolved that approval be given to engage Pinnacle Engineering for an update Gateway Phase 1 Site Plan at a cost of \$54,500, plus HST. Funds are available in account #01-502-5010-5099.

*Motion Carried*

#### **7.f Community Centre Concept Plan**

Mayor Bent declared a conflict on this item as it may involve his employer, CBS Soccer Association. He vacated the Chamber at 7:47 p.m. and returned at 7:48 p.m.

**Resolution #22-319**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved that approval be given to engage LAT49 for a Community Centre concept plan at a cost of \$52,000, plus HST. Funds are available in the capital project account.

*Motion Carried*

**7.g Department Report**

**Resolution #22-320**

**Moved By** Deputy Mayor Gosse

**Seconded By** Councillor Hillier

Be it so resolved that the decisions/recommendations of the Financial and Administrative Services Committee meeting held on Monday, August 29, 2022 be accepted as presented.

- 2022 Ovarian Cancer Canada Walk of Hope
- Block Party
- Library
- School Zone Speed Limits
- Departmental Report

*Motion Carried*

**8. OTHER COMMITTEE REPORTS**

Councillor Butler reported that Savour CBS will be held from October 1 - 9, 2022. She also stated that Downtown CBS has been successful and completed another area of sidewalks connecting the trail system.

**9. ADJOURNMENT**

The meeting adjourned at 7:52 p.m.

**Resolution #22-321**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hardy

Be it so resolved that the meeting adjourn.

*Motion Carried*

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Darrin Bent, Mayor

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Gail Pomroy, Town Clerk