

Regular Council Meeting Minutes

Meeting #: 20
Date: December 20, 2022
Time: 7:00 p.m. - 8:12 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**
- Brian Crawley, Chief Administrative Officer**
- 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**

Others Present **Tracey Lambert, Executive Secretary**

1. Land Acknowledgement

The Town of Conception Bay South would like to respectfully acknowledge the territory in which we gather, as the ancestral home-lands of the Beothuk and the island of Newfoundland as the ancestral homelands of the Mi'kmaq and Beothuk.

We also respectfully acknowledge Labrador as the traditional and ancestral homelands of the Innu of Nitassinan, the Inuit of Nunatsiavut, and the Inuit of NunatuKavut.

We strive for respectful partnerships with all the peoples of this province as we search for collective healing and true reconciliation and honour this beautiful land together.

2. ADOPTION OF AGENDAS AND MINUTES

2.a Adoption of the Meeting Agenda for December 20, 2022

Resolution #22-459

Moved By Councillor Barrett

Seconded By Councillor Butler

Be it so resolved that the agenda of the meeting of December 20, 2022 be adopted as presented.

Motion Carried

2.b Adoption of the Meeting Minutes of December 6, 2022

Resolution #22-460

Moved By Councillor Connors

Seconded By Councillor Hillier

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

Motion Carried

3. BUSINESS ARISING FROM PREVIOUS MINUTES

4. VISITORS, PRESENTATIONS AND PETITIONS

4.a Musically Inclined Inc. - Performance

Keri Kao and the Musical Theatre Group of Musically Inclined Inc. were in attendance for Christmas Carolling.

4.b Santa Claus Parade - Awards

Mayor Bent presented the following Parade Float Awards for annual Santa Claus Parade held on December 3, 2022:

- Best Commercial Float - Jim's Carpentry Limited
- Best Non-Commercial Float - Girl Guides Con Ba Su District
- Best Walking Group - Queen Elizabeth High School Cheerleading Team
- Spirit of Christmas Award - CBR Minor Hockey

4.c 2023 Municipal Budget

Deputy Mayor Gosse advised a balanced budget has been achieved through lean administration, slight tax increases, and a strong debt management strategy. She noted there were many challenging decisions and long hours of hard work with staff during the budget process. She pointed out that residents will see a modest increase in the residential mill rate by 0.15, which is one of the lowest of any comparable municipality on the Northeast Avalon. The Deputy Mayor concluded there have been many changes over the last year and inflation has had a huge impact on our budget, however there are many highlights included in the budget that she is confident her fellow Councillors will outline.

Councillor Tilley expressed this has been one of the most challenging budget processes he has been involved with during his many years on Council. He explained that hard economic times, inflation, war in Ukraine, and COVID has played a role and its unfortunate that we have to pass on a minimal tax increase to residents. He is excited for 2023 and pointed out some positive highlights including the new library, new community park, and the extension to water and sewer, and side walks.

Councillor Hillier thanked Deputy Mayor Gosse and senior staff for their hard work over the last few months of budget preparations. He noted that over the past 5 years we have reduced spending and it was predicted that in 2023 there would be an increase in revenue, which was accurate, however we could not predict a pandemic, war in Ukraine, inflation, and high interest rates. He highlighted the new library, 50th Anniversary celebrations, and the final phase of the T'railway in Seal Cove.

Councillor Butler is looking forward to the ribbon cutting for the opening of the new library and Community Park. She noted the Town is exploring options for a future Regional Community Center through collaboration and financial support with Federal and Provincial Governments. She thanked Deputy Mayor Gosse, Councillors, and staff for a wonderful job on the budget and concluded she is excited for the 50th Anniversary celebrations.

Councillor Connors voiced that although it was a challenging budget, it was a great opportunity for Council to maintain services and programs currently delivered to residents. He is cautiously looking forward to the future and is hopeful the economy will rebound. He highlighted the funds allocated for sidewalks and the Minerals Road project. He is very optimistic about the economic opportunities in the future and wants to ensure the Town is ready. He spoke about the trail extension in the Seal Cove area and advised it will have no impact on the planning for the ATV trails. He advised the applications have been submitted to Crown Lands for the ATV trail and we will continue to work through the processes in 2023. He thanked staff, the Director of Finance, the Chief Administrative Officer, the Communication Manager, and Deputy Mayor Gosse for their work on the budget presentation.

Councillor Moores echoed comments of her fellow Councillors regarding the budget. She thanked everyone for their hard work and believes the budget is in the best interest of residents. She is looking forward to 50th Anniversary celebrations and is excited to move forward with the planning.

Councillor Hardy echoed comments regarding the tough decisions involved to finalize a fair budget for residents. She thanked Deputy Mayor Gosse and staff for an excellent job on preparing the budget. She expressed her delight for the allocation of funds for the T'railway Development Phase 4, for the replacement of the trestle at Seal Cove Pond and for the multi year project for completion of the final 3.2 kilometers of the former railbed in Seal Cove. She is very thankful for the 4.2 million investment for fire protective services and advised that Mayor Bent, staff, and herself recently attended a hands-on fire training session hosted by RelyOn Nutec in Mount Pearl. She spoke about importance of the training, the specialized equipment required, and the controlled environment in which the training was conducted. She thanked the Fire Chief and his staff for the opportunity to experience a day in the world of a firefighter.

Councillor Barrett highlighted some exciting things on the horizon including; preferred living, no permit fees, exploration of a new Regional Community Center, and a pilot project on public transportation. He stated that we all need to diversify our economy and there will be existing announcements forthcoming in the new year. He concluded that despite a difficult budget process, he is voting in favour of the budget.

Mayor Bent expressed his sincere appreciation to all of Council for their hard work on the budget and for bringing forward resident views from the areas they represent. He also thanked the Director of Finance and all Directors for their work on the budget. He is pleased we have a budget that incorporates cost and does not affect core services or programming. He explained this is the biggest capital works project in the history of the Town and its unfortunate the cost of maintaining these services has gone up. Council reviewed taxes for business and incorporated taxes for those who were previously exempt. He explained the mil rate increase of 0.15 and the \$20 water and sewer increase were necessary in order to maintain services, as operational costs have increased. He echoed comments regarding the completion of the T'railway in Seal Cove and the ATV trail, stating he is very proud to see those projects move forward. He emphasised that over the past year the Town has grown revenue by over 2 million dollars and that is exactly what Council set out to accomplish. He is confident the global economy will bounce back and if we stay the course and keep moving forward, there will welcomed relief in the future.

Resolution #22-461

Moved By Deputy Mayor Gosse

Seconded By Councillor Moores

Be it so resolved that the Town of Conception Bay South, in accordance with Section 77 (1) of the Municipalities Act, adopt the 2023 Budget with operating revenues and expenditures totaling \$39,677,625 and adopt the 2023 Schedule of Rates and Fees as presented.

Motion Carried

5. NEW BUSINESS

Councillor Hardy advised that she and members of Council recently attended a senior's social hosted by the Town at the Royal Canadian Legion in Kelligrews. She thanked staff for a job well done and noted the event was enjoyed by everyone in attendance. She wished residents a Merry Christmas and safe and healthy New Year.

Councillor Moores advised the Town of Conception Bay South Light Walk officially started on December 15, 2023. This is an annual lighted walk that brings visitors along a portion of the Manuels River Trails that have been decorated with holiday lights. The displays will be lit daily from 4:00 p.m. – 10:00 p.m. and will run until January 6, 2023. She advised the Tim Hortons New Years Eve skate will be happening on December 31, 2023 at the Conception Bay South Arena from 5:00 p.m. – 6:30 p.m. There will be free skating, Timbits, tea, coffee, and hot chocolate provided by event sponsor, Tim Hortons. Following the skate, the Town will be putting off a Fireworks show from the end of Red Bridge Road, starting at 7:00 p.m. Help us ring in 2023, as we prepare to celebrate the Town's 50th Anniversary of Incorporation. She asked residents to stay tuned to the Town's social media and website for full details on upcoming 50th Anniversary events and programs.

Councillor Connors extended a shout out to Krista Webber of Conception Bay South who organized the 2nd annual ATV run from Seal Cove to Avondale that collected money for the Happy Tree and food donations. He noted the 8 existing Little Pantry's located throughout the Town were built by the First Topsail Scouts in Topsail during COVID. He concluded the event seen about 50 riders and swimming/skating passes were handed out to the children in attendance. He wished everyone a Merry Christmas and Happy New Year.

Councillor Butler advised the deadline for completing applications for compost bins is January 9, 2023. She advised the Snow Birds recently published their 2023 schedule on social media and she is excited to announce the Town is one of their stops in June as part of our 50th Anniversary celebrations. She echoed Councillor Hardy's comments regarding the seniors social and noted she enjoyed the event. She wished Merry Christmas to all staff and residents of Conception Bay South.

Councillor Hiller acknowledged essential workers who have to work during the holiday season and wished everyone a Merry Christmas and Happy New Year on behalf of his family. He is looking forward to a bright and prosperous new year.

Councillor Tilley wished Merry Christmas to everyone in the Town on behalf of his family and advised he is looking forward to a bright and prosperous new year.

Deputy Mayor Gosse attended and emceed the Coastal Sounds Choir annual Christmas concert. It was a beautiful evening and she congratulated them on a job well done. She extended warmest best wishes to residents and wished everyone a Merry Christmas and a Happy New Year.

Mayor Bent attended the All Saints Parish annual Christmas luncheon this past Wednesday and thanked all the volunteers for hosting this fantastic event. He also attended a dinner hosted by St. Peter's Parish Men's Club this past Saturday and thanked them for a great meal. He advised that on December 10, 2022 he was joined by fellow councillors at the Riley Mercer Toy Drive at the Salvation Army. It was an incredible event and he is amazed at the support every year in memory of Alex and Riley Mercer. He thanked the Mercer's for all the work they personally do every year with this event. He also attended the fire training session hosted by RelyOn Nutec in Mount Pearl. It is a great training facility and it has given him a keen appreciation for the efforts of our firefighters and what they do to protect the community. He thanked the Fire Chief and his staff on behalf of everyone.

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

6.a 8-12 Tilley's Road South

Resolution #22-462

Moved By Councillor Hillier

Seconded By Councillor Barrett

Be it so resolved, that in accordance with Section 3.12 of the Town's Development Regulations, Application 2367 dated October 24, 2022 to subdivide property located at 8-12 Tilley's Road South into two residential lots with variances to reduce the rear yard depth and building line setback from 10m to 9m each, be approved.

Motion Carried

6.b 2571 Topsail Road

Councillor Tilley declared a conflict on this item (has a family member who lives in the area). He vacated the Chamber at 7:48 and returned at 7:49 pm.

Councillor Barrett declared a conflict on this item (lives in close proximity of the area). He vacated the Chamber at 7:48 and returned at 7:49 pm.

Resolution #22-463

Moved By Councillor Hillier

Seconded By Councillor Moores

Be it so resolved, that in accordance with Section 10.7 and Section 10.12.2 of the Town's Development Regulations, Application 2412 dated November 9, 2022 to operate a personal service use from the existing building at 2571 Topsail Road, be approved.

Motion Carried

6.c 135-137 Seal Cove Road

Resolution #22-464

Moved By Councillor Hillier

Seconded By Councillor Connors

Be it so resolved that, subject to payment of the appropriate fee and deposit, and in accordance with section 14 of the *Urban and Rural Planning Act, 2000*, the Town undertake initial public and stakeholder consultation with respect to proposed re-zoning of property at 135-137 Seal Cove Road from Residential Low Density to Residential Medium Density.

Motion Carried

6.d 384-390 Fowlers Road

Resolution #22-465

Moved By Councillor Hillier

Seconded By Councillor Butler

Be it so resolved, that the owner's offer to sell property at 384-390 Fowlers Road to the Town for \$220,000, be rejected in consideration that the Town has no immediate municipal use for the property, and further, the Town has no funds budgeted for such land acquisition.

Motion Carried

6.e Committee Report

Resolution #22-466

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 December 12, 2022 be accepted as presented. The following items were discussed:

- 282 Conception Bay Highway
- Amendment Consultation Process
- 17 Nolan Place
- Notices Published
- 103 Fowlers Road
- 250 Minerals Road
- 54 Delaneys Road
- 939-941 Conception Bay Highway
- 830 Conception Bay Highway
- Department Update

Motion Carried

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

7.a Approval to Dispose - Unit 262

Resolution #22-467

Moved By Councillor Tilley

Seconded By Councillor Moores

Be it so resolved that approval is given to dispose of unit 262, 2010 Dodge pickup truck.

Motion Carried

7.b Engineering and Public Works Committee Meeting

Resolution #22-468

Moved By Councillor Tilley

Seconded By Councillor Hardy

Be it so resolved that the recommendations and decisions made on December 13, 2022 at the Engineering and Public Works Committee meeting will be accepted as present:

- Department Report
- Capital Projects Update
- Water Statistics
- 2021 Water and Sewer Servicing Report
- 764-766 Conception Bay Highway

Motion Carried

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

8.a Recreation and Leisure Services Committee Report

Councillor Moores advised Council will be working on a new policy for donations in the new year. She wished everyone a Merry Christmas and Happy New Year on behalf of herself and Councillor Barrett.

Resolution #22-469

Moved By Councillor Moores

Seconded By Councillor Barrett

Be it so resolved that the recommendations and decisions of the Recreation and Leisure Services Committee meeting of December 13, 2022 be accepted as presented.

- Donation Request - Kin Club
- Donation Request - Conception Bay South Family Resource Program
- Registration for Winter Set 1 Swimming Lessons
- Important Dates
- Travelling Athlete Support - Donations

Motion Carried

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

9.a Capital Invoice Approval

Resolution #22-470

Moved By Deputy Mayor Gosse

Seconded By Councillor Butler

Be it so resolved that approval be given to pay capital invoices totaling \$1,695,917.91 as per the attached report.

Motion Carried

9.b Inactive Businesses

Resolution #22-471

Moved By Deputy Mayor Gosse

Seconded By Councillor Barrett

Be it so resolved that approval be given to adjust inactive business accounts as follows:

KANDA001	\$258.69
NEWFO026	\$360.89
CAPMA001	\$1,146.62
C&ECO001	\$1,873.65
CBSTA001	\$1,826.29
DANCE001	\$13,635.81
LAVIS001	\$2,105.54
BUGDB001	\$8.44
SHUTT001	\$765.96
PRIDE001	\$673.31
GETAW001	\$3,100.61
THEMO001	\$3,698.52

Motion Carried

9.c Uncollectible Tax Accounts

Resolution #22-472

Moved By Deputy Mayor Gosse

Seconded By Councillor Tilley

Be it so resolved that tax accounts be adjusted as follows:

AVAL0007	\$1,924.30
DICKS002	\$1,924.30

HUNTS002	\$1,924.30
HAYMJ001	\$3,216.15
ESTAR001	\$3,917.72
STAIN002	\$696.78
STAMP003	\$1,738.19
RUPER001	\$1,165.84
DWYED004	\$16,004.08
CHUBD001	\$8,923.94
DUFFP004	\$1,294.36
PETTJ013	\$673.18
PENNE001	\$1,591.77
GREEK002	\$5,991.88
ESTAR009	\$52,965.84
SEARD011	\$4,903.09
NUGER005	\$4,020.83
ESTAJ021	\$1,088.51
BUTLL009	\$2,384.44
ATTIC001	\$1,397.00
CLARE004	\$3,934.66
DAWEP005	\$6,455.61
DOC'S002	\$6,242.65
GLEEG001	\$7,593.01
TOPSA008	\$18,047.58
TOPSA008	\$11,414.77

Motion Carried

9.d Water Lot Leases in Arrears - Collections

Councillor Hillier explained there are times the Town has to engage in third party agencies for collections. He advised the Town has jurisdiction over the 31 water lots that surround our community and that amounts to approximately \$85,000 in revenue for the Town. He concluded it's unfortunate we have to go this route for collection.

Resolution #22-473

Moved By Deputy Mayor Gosse

Seconded By Councillor Barrett

Be it so resolve that approval be given to initiate third party collection activity to collect unpaid water lot lease fees.

Motion Carried

9.e Approval to Pay - Councillor Remuneration - 2023 Fiscal year

Resolution #22-474

Moved By Deputy Mayor Gosse

Seconded By Councillor Hillier

Be it so resolved that approval be given to approve the disbursement of councillor remuneration as per the *Municipalities Act, 1999* and the *Municipal Councillor Remuneration and Reimbursement Regulations* for the 2023 fiscal year as per the following schedule:

- April 14, 2023 - 1st Quarter Remuneration
- July 7, 2023 - 2nd Quarter Remuneration
- October 6, 2023 - 3rd Quarter Remuneration
- December 15, 2023 - 4th Quarter Remuneration

Motion Carried

9.f Approval to Release Cheques and Make Payments During the Holiday Period

Resolution #22-475

Moved By Deputy Mayor Gosse

Seconded By Councillor Hardy

Be it so resolved that approval be given to make payments and release cheques from December 21, 2022 to January 16, 2023. Any items paid or released during this time frame will be ratified at the regular council meeting of January 17, 2023.

Motion Carried

9.g Manual Cheques

Resolution #22-476

Moved By Deputy Mayor Gosse

Seconded By Councillor Tilley

Be it so resolved that approval be given to ratify the payment of manual cheques totaling \$362,701.33.

Motion Carried

9.h Account Payable Cheques

Resolution #22-477

Moved By Deputy Mayor Gosse

Seconded By Councillor Butler

Be it so resolved that approval be given to pay accounts payable cheques totaling \$742,417.30 as per the attached listing.

Motion Carried

9.i Capital Invoice Approval

Resolution #22-478

Moved By Deputy Mayor Gosse

Seconded By Councillor Connors

Be it so resolved that approval be given to pay capital invoices totaling \$64,392.97 as per the attached report.

Motion Carried

9.j Department Report

Resolution #22-479

Moved By Deputy Mayor Gosse

Seconded By Councillor Connors

Be it so resolved that the recommendations/decision made at the Financial and Administrative Services Committee meeting of December 12, 2022 be accepted as presented.

Items discussed:

- Urban Municipalities Congress meetings - December 9-10, 2022
- projects
- collections
- Fire Department activity

Motion Carried

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

10.a Economic Development and Tourism Committee Report

Resolution #22-480

Moved By Councillor Butler

Seconded By Councillor Moores

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of December 13, 2022 be accepted as presented:

- Conception Bay Area Chamber of Commerce Event
- Snowbirds 2023
- Ocean Glen Neighbourhood Garden
- Heritage Grant Program
- 50th Anniversary
- RNCA Correspondence
- Local Food Infrastructure Program
- Public Transit
- Departmental Report

Motion Carried

11. OTHER COMMITTEE REPORTS

Councillor Moores attended the first Winterfest meeting this past week and noted it was encouraging to have everyone attend in person. She is excited to move forward with the event planning.

Councillor Tilley advised that Councillor Moores and himself are the Council representatives for the 50th Anniversary celebrations. He advised residents have expressed interest in volunteering and are excited to bring their ideas forward. The first 50th Anniversary celebrations will kick off with the New Year's Eve fireworks.

Mayor Bent attended a recent MNL Urban Municipalities conference and advised there was a great presentation on healthcare and inclusion. He would like to explore the option of a diversity committee this spring and noted it will be a great step forward for our community. He is looking forward to expand on community engagement in the New Year and wished residents a very safe Christmas and a Happy New Year. He advised the next public meeting will be January 17, 2023.

12. ADJOURNMENT

The meeting adjourned at 8:12 p.m.

Resolution #22-481

Moved By Councillor Tilley

Seconded By Councillor Barrett

Be it so resolved that the meeting adjourn.

Motion Carried

Darrin Bent, Mayor

Tracey Lambert, Executive Secretary