

## **Regular Council Meeting Minutes**

Meeting #: 05  
Date: March 21, 2023  
Time: 7:00 p.m. - 8:09 p.m.  
Location: Council Chambers

**Members Present**

- Mayor Bent**
- Councillor Tilley**
- Councillor Moores**
- Councillor Connors**
- Councillor Butler (via Zoom)**
- 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**
- Nick Miller, Director of Recreation and Leisure Services**
- John Heffernan, Fire Chief**
- Jennifer Lake, Director of Economic Development and Tourism**
- Maggie Hynes, Communications Manager**
- Mike Downey, Network Manager**

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**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 March 21, 2023**

**Resolution #23-091**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved that the agenda of the meeting of March 21, 2023 be adopted as presented.

*Carried Unanimously*

**2.b Adoption of the Meeting Minutes of March 7, 2023**

**Resolution #23-092**

**Moved By** Councillor Connors

**Seconded By** Councillor Moores

Be it so resolved that the minutes of the meeting of March 7, 2023 be adopted as presented.

*Carried Unanimously*

**3. BUSINESS ARISING FROM PREVIOUS MINUTES**

**4. VISITORS, PRESENTATIONS AND PETITIONS**

**4.a 2023 Winter Games Team NL Members**

Mayor Bent introduced and extended congratulations to members of Team NL who participated in the 2023 Winter Games in Prince Edward Island.

**4.b Proclamation - Purple Day For Epilepsy**

Councillor Tilley proclaimed March 26, 2023 as Purple Day for Epilepsy in the Town of Conception Bay South.

**4.c World Down Syndrome Day**

Councillor Hardy proclaimed March 21, 2023 as World Down Syndrome Day in the Town of Conception Bay South.

**4.d World Theatre Day**

Mayor Bent proclaimed March 27, 2023 as World Theatre Day in the Town of Conception Bay South. Gordon Billard and Jackie Cook from Theatre CBS were in attendance.

**5. NEW BUSINESS**

Councillor Moores congratulated all the athletes in attendance earlier.

Councillor Barrett thanked the female ladies of Council and staff for organizing the event on International Women's Day. He stated that he had also attended a CBA Chamber of Commerce event the same day. He also mentioned Emma and Katie's Candy Shop and requested consideration to support this new business at future Town events.

Councillor Butler expressed congratulations to the athletes in attendance earlier. She stated that the International Women's Day event was well attended. She expressed congratulations to the Sports Awards recipients as well as Special Olympics athletes who recently competed in Grand Falls - Windsor.

Councillor Hardy expressed congratulations to all the female hockey players who participated in tournaments this past week.

Councillor Connors gave a special shout out to Kate Cleary. He also stated that the Snow Birds are coming back to Conception Bay South on June 23/24, 2023 as part of the Town's 50th anniversary celebrations.

Councillor Hillier congratulated all the athletes who represented Conception Bay South. He stated that he visited Aurora Estates and thanked them for their hospitality. He stated that today is the first day of spring and it is a wonderful time of year. He looks forward to all the events planned for Spring and Summer.

Mayor Bent commented on International Women's Day at the newly opened Conception Bay South Library. He stated that he had attended the CBS Lions Club 52nd Charter Night last week. He commented on the provincial female hockey tournament and added how great it was to host this tournament. He commented on the sports awards ceremony held last week and congratulated all athletes.

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

**6.a 180-200 Greeleytown Road**

**Resolution #23-093**

**Moved By** Councillor Hillier

**Seconded By** Councillor Hardy

Be it so resolved that, in accordance with section 4.10 of the Town's Development Regulations, Application No. 2034, received on July 29, 2022 for development of a 75-lot residential subdivision at 180-200 Greeleytown Road, be approved in principle.

**AND FURTHER**

Be it so resolved that, in accordance with Council's discretion at section 7.8(5) of the Town's Development Regulations, land within the riparian area of Steadywater Brook be conveyed to the Town as partial fulfilment of land for public open space associated with the proposed subdivision of land at 180-200 Greeleytown Road.

**AND FURTHER**

Be it so resolved that zero-net increase in runoff principles for stormwater management be required for proposed subdivision development at 180-200 Greeleytown Road, and that any land associated with stormwater management not be considered as public open space associated within the development.

*Carried Unanimously*

**6.b 54 Delaneys Road**

**Resolution #23-094**

**Moved By** Councillor Hillier

**Seconded By** Councillor Moores

Be it so resolved, that in accordance with Council's discretionary authority at sub sections 10.7 and 10.20.2, of the Town's Development Regulations, Application No. 2516 received February 7, 2023 for a general industry business located at 54 Delaneys Road, be approved.

*Carried Unanimously*

**6.c 32-42 Graham Mifflin Drive**

**Resolution #23-095**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that in accordance with sub section 4.11(3) of the Town's Development Regulations, Application No. 2569 received on March 7, 2023 to use the existing gravel lot at 32-42 Graham Mifflin Drive as a general assembly use ('park and ride'), be approved on a temporary basis of up to one year.

*Carried Unanimously*

**6.d 786 Conception Bay Highway**

Councillor Tilley declared a conflict on this item as he has a relative who lives adjacent. He vacated the meeting at 7:42 p.m. and returned at 7:43 p.m.

Councillor Connors declared a conflict on this item as he has family who live nearby. He vacated the meeting at 7:42 p.m. and returned at 7:43 p.m.

**Resolution #23-096**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that in accordance with section 10.16 of the Town's Development Regulations and sub sections 108(3)(f) and (g) of the *Urban and Rural Planning Act, 2000*, Application No. 2531 received February 20, 2023 to replace an existing dwelling at 786 Conception Bay Highway be approved subject to completion and Council's acceptance of a Land Use Impact Assessment Report, and on condition that non-conformities with respect to standards shall not be increased.

*Carried*

**6.e 135-137 Seal Cove Road & 7-17 Aprils Lane**

**Resolution #23-097**

**Moved By** Councillor Hillier

**Seconded By** Councillor Connors

Be it so resolved, that under the authority of Section 16 of the *Urban and Rural Planning Act, 2000*, Conception Bay South Municipal Plan Amendment No. 27, 2023 and Development Regulations Amendment No. 46, 2021, be adopted.

**AND FURTHER**

Be it so resolved that, under authority of Section 19 of the *Urban and Rural Planning Act, 2000*, Mr. Stephen B. Jewczyk, FCIP be appointed as commissioner to hold a public hearing and complete a report respecting Municipal Plan Municipal Plan Amendment No. 27, 2023 and Development Regulations Amendment No. 46, 2023.

**AND FURTHER**

Be it so resolved that a Public Hearing regarding Conception Bay South Municipal Plan Amendment No. 27, 2023 and Development Regulations Amendment No. 46, 2023 be held at 7:00pm on May 10, 2023 at the Town Hall, and that should the Town receive no written submissions up to two days before the scheduled date, the public hearing will be cancelled.

*Carried Unanimously*

**6.f 10 Perrins Road**

**Resolution #23-098**

**Moved By** Councillor Hillier

**Seconded By** Councillor Hardy

Be it so resolved that, in accordance with sub section 404(5) of the *Municipalities Act, 1999* and sub section 102(5) of the *Urban and Rural Planning Act, 2000*, and in consideration that the property owner has not complied with an Order issued and served on January 26, 2023, Eric Taylor Limited be engaged to demolish and dispose of dilapidated buildings and reinstate grades at 10 Perrins Road at a cost of \$22,900.00 plus HST, with costs to be charged to the property tax account.

*Carried Unanimously*

**6.g Committee Report**

**Resolution #23-099**

**Moved By** Councillor Hillier

**Seconded By** Councillor Tilley

Be it so resolved that the decisions and recommendations made at the Planning and Development Committee meeting on March 13, 2023 be accepted as presented. Topics discussed were:

- 464 Dunns Hill Road
- 1821A Conception Bay Highway
- Mount Batten Estates Phase III
- South West Boundary Proposal

- White Hill Pond
- 10 Perrins Road
- Minerals Road
- 193 Seal Cove Road
- Notices Published
- Lawrence Pond / Upper Gullies River Stormwater Management Plan
- Department Update

*Carried Unanimously*

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

**7.a Approval to Award - Tender 23-08**

**Resolution #23-100**

**Moved By** Councillor Hardy

**Seconded By** Councillor Barrett

Be it so resolved that approval is given to award tender 23-08 Purchase of Two (2) New and Unused 2023 of Newer Tandem Dump Truck with Plow and Wing to Royal Freight Liner at a cost of \$318,754 per unit plus HST. Funds are available in the budgeted account.

*Carried Unanimously*

**7.b Engineering and Public Works Committee Meeting**

**Resolution #23-101**

**Moved By** Councillor Hardy

**Seconded By** Councillor Connors

Be it so resolved that the recommendations and decisions of the Engineering and Public Works Committee held on March 15 2023 be accepted as presented:

- Department Report



- Capital Projects Update
- Water Statistics Update
- Bulk Waste Program

*Carried Unanimously*

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

**8.a Building Age Friendly Communities Grant**

**Resolution #23-102**

**Moved By** Councillor Moores

**Seconded By** Councillor Connors

Be it so resolved that the committee concur to proceed with an application for the Building Age Friendly Community Grant.

*Carried Unanimously*

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

**Resolution #23-103**

**Moved By** Councillor Moores

**Seconded By** Councillor Barrett

Be it so resolved that the recommendations and decisions made at the Recreation and Leisure Services Committee meeting of March 14, 2023 be accepted as presented.

*Carried Unanimously*

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

**9.a Accounts Payable Cheques**

**Resolution #23-104**

**Moved By** Councillor Barrett

**Seconded By** Councillor Tilley

Be it so resolved that approval be given to pay accounts payable cheques totaling \$1,109,123.20 as per the attached listing.

*Carried Unanimously*

**9.b Manual Cheques**

**Resolution #23-105**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hillier

Be it so resolved that approval be given to ratify the payment of manual cheques totaling \$18,939.13.

*Carried Unanimously*

**9.c Direct Payments**

**Resolution #23-106**

**Moved By** Councillor Barrett

**Seconded By** Councillor Moores

Be it so resolved that approval be given to ratify direct payments totaling \$521,649.01.

*Carried Unanimously*

**9.d Capital Invoice Approval**

**Resolution #23-107**

**Moved By** Councillor Barrett

**Seconded By** Councillor Moores

Be it so resolved that approval be given to pay capital invoices totaling \$282,692.01 as per the attached report.

*Carried Unanimously*

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

**Resolution #23-108**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hillier

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

- JC.KH001 \$2,980.94
- PORTG016 \$5,288.51 upon payment of remaining balance
- ZIGGY001 \$699.77
- COMME012 \$350.00
- THERE001 \$354.10
- EASTI001 \$1,282.65

*Carried Unanimously*

**9.f Recruitment**

**Resolution #23-109**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hardy

Be it so resolved that approval be given to appoint Ashley Blackmore to the position of Human Resources Manager.

*Carried Unanimously*

**9.g Award of Tender - 2023-02 Supply and Delivery of Protective Clothing**

**Resolution #23-110**

**Moved By** Councillor Barrett

**Seconded By** Councillor Moores

Be it so resolved that approval be given to award Tender 2023-02 – Supply and Delivery of Protective Clothing per the following. Funds are available in accounts 01-205-1000-4110 and 01-205-1000-4115.

Work Authority: \$25,401.57

McLoughlan Supplies Limited: \$7532.96

Vallen: \$27,867.11

Mark's Commercial: \$4427.50

Imprint Specialty Promotions Ltd: \$4675.68

*Carried Unanimously*

Councillor Barrett spoke of the Town's Environmental Statement. He noted that the environmental statement will help the municipality coordinate across departments to tackle climate change and become more environmentally friendly. The statement will support the goals outlined in the Community Climate Change Adaptation Plan and help to enhance our resilience to the potential future impacts of climate change on our infrastructure and operations. It will encourage us to continually engage with the public and business community on initiatives that enhance the sustainability of the entire community. The statement will ensure that the municipality is continually viewing operations through an environmental lens and measuring the performance of our sustainability initiatives.

**9.h Financial and Administrative Services Committee Report**

**Resolution #23-111**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hardy

Be it so resolved that the recommendations/decisions of the Financial and Administrative Services Committee of March 13, 2023 be accepted as presented.

The following items were discussed:

- Enforcement and Humane Services Statistics
- Fire Department Statistics
- Assessment Appeal Hearings
- Capital Change Orders
- Capital Project Update
- Connections for Seniors
- Collections Update

*Carried Unanimously*

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

**10.a Downtown CBS Board Appointments**

**Resolution #23-112**

**Moved By** Councillor Connors

**Seconded By** Councillor Moores

Be it so resolved that approval be given to appoint Jackie McCann Scott, Owner and Operator of Lupin Planning Group and Tatum Perham, Commercial Business Advisor with NL Credit Union to the Downtown Conception Bay South Board of Management.

*Carried Unanimously*

**10.b Wayfinding Signage Contribution Agreement**

**Resolution #23-113**

**Moved By** Councillor Connors

**Seconded By** Councillor Barrett

Be it so resolved that approval be given to ratify entering into a Contribution Agreement to accept funding of \$25,269 from the Government of Newfoundland and Labrador towards a Wayfinding Signage Initiative.

**AND FURTHER**

Be it so resolved that the Town's portion of the project, \$10,107 be approved. Funds available in account 01-502-1018-7706.

*Carried Unanimously*

**10.c Economic Development and Tourism Committee Report**

**Resolution #23-114**

**Moved By** Councillor Connors

**Seconded By** Councillor Tilley

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of March 14, 2023 be accepted as presented:

- Downtown CBS Board Appointments
- Energy NL Conference
- Wayfinding Signage Plan
- Wayfinding Signage Contribution Agreement
- East Coast Trail Report
- War Memorial Funding
- Mind Your Plastics
- Departmental Report

*Carried Unanimously*

**11. OTHER COMMITTEE REPORTS**

Councillor Moores stated that she attended the final 2023 Winterfest Committee. She stated that Winterfest was fantastic and ideas are already being discussed for next year. She also noted that the Soiree Committee have met to start planning for Soiree 2023.

**12. ADJOURNMENT**

**Resolution #23-115**

**Moved By** Councillor Hardy

**Seconded By** Councillor Tilley

Be it so resolved that the meeting adjourn.

*Carried Unanimously*

The meeting adjourned at 8:09 p.m.

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Darrin Bent, Mayor

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Gail Pomroy, Town Clerk