

## **Regular Council Meeting Minutes**

Meeting #: 14  
Date: September 19, 2023  
Time: 7:03 p.m. – 7:47 p.m.  
Location: Council Chambers

**Members Present**

- Mayor Bent**
- Deputy Mayor Gosse**
- 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**
- Jennifer Norris, Director of Engineering and Public Works**
- Corrie Davis, Director of Planning and Development**
- John Heffernan, Fire Chief**
- Jennifer Lake, Director of Economic Development and Tourism**

**Others Present**

- Steve Tizzard, IT Manager**
- Jody Fifield, 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 September 19, 2023**

**Resolution #23-330**

**Moved By** Councillor Hardy

**Seconded By** Councillor Moores

Be it so resolved that the agenda of the meeting of September 19, 2023 be adopted as presented.

### **2.b Adoption of the Meeting Minutes of September 5, 2023**

**Resolution #23-331**

**Moved By** Councillor Moores

**Seconded By** Councillor Connors

Be it so resolved that the minutes of the meeting of September 5, 2023 be adopted as presented.

*Carried Unanimously*

**3. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**4. VISITORS, PRESENTATIONS AND PETITIONS**

**4.a Petition**

Councillor Moores presented a petition on behalf of the residents the Chanterelle Drive Area neighbourhood to have upgrades completed to the Forest Hill playground.

**4.b Proclamation – National Seniors Day**

Mayor Bent proclaimed October 1, 2023 as National Seniors Day in the Town of Conception Bay South.

**5. NEW BUSINESS**

Councillor Hiller attended the CBA Chamber of Commerce charity golf tournament and encouraged local businesses to join the chamber.

Councillor Barrett congratulated Newlander Meat Shop who celebrated their one year anniversary and grand opening in the town this past weekend. He also brought forward the issue of flea markets that are popping up on parking lots within Town. This is considered an outdoor market which requires a permit as well as permission from the property owners. We have asked our Municipal Enforcement department to look into the issue.

Councillor Moores stated she also participated in the CBA Chamber golf tournament. She congratulated Newlander Meat Shop on their Grand Opening and Anniversary. She advised the closure of the Community Park for the paving of the walking trails, which start on Monday, September 25<sup>th</sup>. She also advised of some further activities coming up. Pickle Ball will be starting on September 26<sup>th</sup> at Admirals Academy, pre-registration is required. The agriculture expo will be taking place at the CBS Arena on September 29-October 1. We have a 50<sup>th</sup> Anniversary event “For the love of Harp: Sharing our Journey event is taking place on September 23<sup>rd</sup> .

Councillor Butler advised seniors week is scheduled for next week. She encouraged all seniors to take part in as many activities as possible.

Councillor Hardy wanted to remind everyone the importance of driving only the speed limit of 30 km in school zones. She stated that on September 13<sup>th</sup> she had the opportunity to help serve lunch at the All Saints Parish weekly seniors lunch.

She also wanted to advise that on Saturday, September 23<sup>rd</sup> the CBS Lions Club will be available at the Robert French Stadium for any residents in need of or able to donate hockey equipment or figure skates. She stated Sammy's Climb Higher Foundation had the opportunity to volunteer with the Lions to get the equipment room setup.

Mayor Bent congratulated Newlander Meat Shop on their grand opening and gave a shout out to the support they are sharing with fellow business owners in the community. He also had the pleasure to help celebrate the 70th anniversary of Clarence and Geraldine Butler. He attended the Ovarian cancer walk held at Manuels River, the 50th anniversary lunch held by All Saints Parish as well as the 50th Anniversary Tea held by the St. John the Evangelist Church. He wanted to speak to an important issue of crosswalks for the T'Railway. The one on Fowlers Road in particular is very dangerous with bad sight lines would like to remind everyone of the speed limits and to be mindful in the areas of crosswalks to avoid a tragedy. Mayor Bent wanted to point out a very serious incident involving the Fire Department. While trying to get to a scene with lights and sirens going, vehicles are not moving out of the way of first responders. He stressed the importance of being mindful of these vehicles and moving out of the way. Also wanted to point out that if you come up on an accident scene, please slow down, be mindful of these first responders who are attending the scene and only pass when it is safe to do so. There are offenses for those who do not obey the rules at these scenes.

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

**6.a 17 Laurel Road**

**Resolution #23-332**

**Moved By** Councillor Hillier

**Seconded By** Councillor Moores

Be it so resolved, that Application No. 3233 received August 22, 2023 for a swimming pool to be located within the side yard at 17 Laurel Road, be approved.

*Carried Unanimously*

**6.b 12 Butlers Road North**

**Resolution #23-333**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved, that in accordance with section 5.3(2) of the Town's Development Regulations, Application No. 3241 received August 28, 2023 for a cumulative accessory building lot coverage of 54.8m<sup>2</sup>, at 12 Butlers Road North, be approved.

*Carried Unanimously*

**6.c 34 Hopewell Gardens**

**Resolution #23-334**

**Moved By** Councillor Hillier

**Seconded By** Councillor Moores

Be it so resolved that the Order issued on September 6, 2023 under authority of the *Municipalities Act, 1999*, requiring the property owner to remove or repair the main building, and relocate or remove an accessory building on the property located at 34 Hopewell Gardens, Conception Bay South, be confirmed.

*Carried Unanimously*

**6.d 36 Scotts Rd North**

**Resolution #23-335**

**Moved By** Councillor Hillier

**Seconded By** Councillor Moores

Be it so resolved that Application No. 3267 received on September 6, 2023 for fence along the western boundary at 36 Scotts Road North, be approved to a maximum height of 1.8m.

*Carried Unanimously*

**6.e Committee Report**

**Resolution #23-336**

**Moved By** Councillor Hillier

**Seconded By** Councillor Barrett

Be it so resolved that the decisions and recommendations made at the Planning and Development Committee meeting on September 11, 2023 be accepted as presented. Topics discussed were:

- 20 Garden Place
- Lawrence Pond Estates
- Notices Published
- Appeals - Validity
- Planning Files
- Department Update

*Carried Unanimously*

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

**7.a Approval to Purchase - Waste Carts**

**Resolution #23-337**

**Moved By** Councillor Hardy

**Seconded By** Councillor Hillier

Be it so resolved that approval is given to purchase waste carts from Saunders Equipment Limited at a cost of \$81, 284.30 including HST.

*Carried Unanimously*

**7.b Ratification - PO 2023-0784**

**Resolution #23-338**

**Moved By** Councillor Hardy

**Seconded By** Councillor Moores

Be it so resolved that ratification approval is given for PO 2023-0784 at \$26,212.57 plus HST to Harvey & Company Ltd for repairs to unit 290. Funds to be taken from 01-301-8108-5415.

*Carried Unanimously*

**7.c Approval to Purchase - Light Duty Pickup Truck**

**Resolution #23-339**

**Moved By** Councillor Hardy

**Seconded By** Councillor Hillier

Be it so resolved that approval is given to purchase one 3/4 tonne, double cab, 4WD pick-up truck from Terra Nova Motors at a cost of \$67,645 plus HST. Funds are available in account 01-301-5000-8025.

*Carried Unanimously*

## **7.d Engineering and Public Works Committee Meeting**

**Resolution #23-340**

**Moved By** Councillor Hardy

**Seconded By** Councillor Barrett

Be it so resolved that the recommendations and decisions of the Engineering and Public Works Committee held on September 13, 2023 be accepted as presented:

- Department Report
- Capital Projects Update
- Water Statistics Update
- Capital Fleet Update
- T'Railway - Fowlers Road Crosswalk

*Carried Unanimously*

Councillor Hardy provided an update on Frog Pond. She stated the Town engaged Stantec late June to undertake a desktop hydrogeology assessment of Frog Pond. Hydrogeology studies groundwater; how it flows and interacts with surrounding material (soils/rock). A letter report will summarize findings which will include hydrogeological characteristics of Frog Pond and area. It will likely take several more weeks for this report to be completed, reviewed and adopted by Council. As this is private property Town staff have been in frequent contact with the property owner and all future findings will be communicated with them.

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

**8.a Beverage Contract**

**Resolution #23-341**

**Moved By** Councillor Moores

**Seconded By** Councillor Barrett

Be it so resolved that approval be given to proceed with a new contract with FW Wadden and Sons for the provision for Exclusive Beverage Contract for the Town of Conception Bay South effective date of signature for a 3 year period.

*Carried Unanimously*

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

**Resolution #23-342**

**Moved By** Councillor Moores

**Seconded By** Councillor Hillier

Be it so resolved that the recommendations and decisions of the Recreation and Leisure Services Committee meeting of September 12th 2023 be accepted as presented.

- Community Park Closure
- 50th Anniversary Run
- 50th Anniversary Concert
- Worsley Park 50 + Club
- Recreation Department Program Guide
- Beverage Contract
- Important Dates
- 1st Chamberlains Guides Request

*Carried Unanimously*

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

**9.a Accounts Payable Cheques**

**Resolution #23-343**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hillier

Be it so resolved that approval be given to pay accounts payable cheques totaling \$132,769.19 as per the attached report.

*Carried Unanimously*

**9.b Manual Cheques**

**Resolution #23-344**

**Moved By** Councillor Barrett

**Seconded By** Councillor Moores

Be it so resolved that approval be given to ratify the payment of manual cheques totaling \$52,546.38.

*Carried Unanimously*

**9.c Capital Invoice Approval**

**Resolution #23-345**

**Moved By** Councillor Barrett

**Seconded By** Councillor Hardy

Be it so resolved that approval be given to pay capital invoices totaling \$47,700.98 as per the attached report.

*Carried Unanimously*

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

**Resolution #23-346**

**Moved By** Councillor Barrett

**Seconded By** Councillor Connors

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

- FAIRA001 \$769.74
- SHAPP001 Request Denied

*Carried Unanimously*

**9.e Order - 37 Conways Brook Road**

**Resolution #23-347**

**Moved By** Councillor Barrett

**Seconded By** Councillor Butler

Be it so resolved that the Order issued on September 6, 2023, under the Urban and Rural Planning Act, 2000, the Municipalities Act, 1999, and the Town of Conception Bay South Development Regulations, 2011 - 2021, and the Town of Conception Bay South Waste Disposal and Property Regulations ordering the property owner to remove debris; including metal, wrecked cars, car parts, trailers, wood and other miscellaneous debris situated on the property located at 37 Conways Brook Road, Conception Bay South be confirmed.

*Carried Unanimously*

## **9.f Financial and Administrative Services Committee Report**

### **Resolution #23-348**

**Moved By** Councillor Barrett

**Seconded By** Deputy Mayor Gosse

Be it so resolved that the recommendations/decisions of the Financial and Administrative Services Committee meeting of September 11, 2023 be accepted as presented.

- capital project update
- water disconnections
- Harbour Authority of Foxtrap
- Enforcement Statistics
- Fire Statistics
- Animal Collection from Private Citizens
- Letter of Support – Salvation Army
- Yard Sales
- Department Update

*Carried Unanimously*

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

No meeting held.

## **11. OTHER COMMITTEE REPORTS**

Councillor Barrett attended the Parks Commissions meeting and AGM held on September 13, 2023. One item discussed was vandalism in some of the local parks. He would like to have staff reach out to neighbouring municipalities and ask how they are working to curb this activity.

Also attended the AGM of the Long Pond Harbour Authority. It is a true asset in our town. These board members and staff are busy and wanted to thank them for the great service to our town.

**12. ADJOURNMENT**

The meeting adjourned at 7:47 p.m.

**Resolution #23-349**

**Moved By** Councillor Hillier

**Seconded By** Councillor Hardy

Be it so resolved that the meeting adjourn.

*Carried Unanimously*

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Darrin Bent, Mayor

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Jody Fifield, Executive Secretary