

## **Regular Meeting #17 November 5, 2019**

A Regular Meeting of Council convened in the Long Pond Boardroom at 7:02 p.m. in the presence of Deputy Mayor Murphy, Councillors (with the exception of Mayor French and Councillors Davis, Tilley and Bursey), Chief Administrative Officer, Brian Crawley, Town Clerk, Gail Pomroy, Director of Finance, Liz Davis, Director of Engineering and Public Works, Jennifer Norris, Director of Planning and Development, Corrie Davis, Fire Chief John Heffernan, and Director of Economic Development, Jennifer Lake.

---

### **1. ADOPTION OF AGENDAS AND MINUTES**

#### **a. Adoption of the Meeting Agenda for November 5, 2019**

##### **Resolution #19-363**

##### **Councillor Hillier/Councillor Butler**

Be it so resolved that the agenda of the meeting of November 5, 2019 be adopted as amended.

- carried unanimously

#### **b. Adoption of the Meeting Minutes of October 15, 2019**

##### **Resolution #19-364**

##### **Councillor Youden/Councillor Hillier**

Be it so resolved that the minutes of the meeting of October 15, 2019 be adopted as presented.

- carried unanimously

### **2. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **3. VISITORS, PRESENTATIONS AND PETITIONS**

#### **a. Be a Tourist in Your Own Backyard – Photo Contest**

Deputy Mayor Murphy made a presentation to the winner of the Be a Tourist in your own Backyard Photo Contest, Sabrina Kelsey and son Matthew.

**4. NEW BUSINESS**

**Councillor Youden**

congratulated the owners of Funky Junk on their recent Grand Opening.

stated that a Limited Call for Proposals for the Prime Consultant for the construction of a new Library will close soon.

**Councillor Hillier**

stated that the Annual Giv'er on the River Event took place on October 20, and approximately \$10,000 was raised to go towards the Manuels River Trail system. Mayor French brought greetings on behalf of the Town prior to the start of the event. At the finish line Mayor French, Councillor Bursey and myself were on hand to present medals.

stated that the final day of the fall set of the Walking for Wellness program took place on Wednesday, October 30. I was in attendance and after the walk, there was a boil up on Manuels river and together with staff we served tea, coffee, chili and other treats to participants while enjoying a campfire.

stated that on November 11, 2019 the Legion Branch 50 will be hosting the annual Remembrance Day Ceremony at the Monument of Honour. The parade will set up at Sobeys at 10:30 a.m. and start to make its way towards the Monument of Honour at approximately 10:45 a.m. The ceremony will commence just before 11:00 a.m.

reminded residents that our Fall Health & Wellness Fair event will take place Saturday, November 16, 2019 and it will be held at Admirals Academy from 10:00 a.m. – 3:00 p.m. We have a maximum of 26 vendors confirmed for the event and they have the ability to provide

a wide range of health & wellness opportunities for residents to avail of during the Fair.

stated that he had attended the Seniors' Halloween party held at the Royal Canadian Legion.

**Councillor Butler**

stated that she also had attended the Seniors' Halloween party. She expressed appreciation to the staff of the Recreation and Leisure Services Department as well as the members of the Seniors' Advisory Committee.

**Councillor Bent**

brought forward concerns he has received from residents regarding the upgrading and paving of Fowlers Road. He stated that concrete work on Fowlers Road is in full progress and making great headway today. He also stated that some residents were questioning if pavement and concrete will be installed up to the Marie's Convenience Store and noted that it will be and a raised crosswalk will also be installed.

**Deputy Mayor Murphy**

stated that on Thursday - October 31<sup>st</sup>, the Conception Bay South Fire Department in cooperation with the Royal Newfoundland Constabulary, conducted their annual Pumpkin Patrol ensuring all of the little ghosts and goblins were safe as they made their way around Conception Bay South. Many areas throughout Conception Bay South were covered again this year with almost 1,000 loot bags distributed.

stated that budget consultations are underway and read the following statement:

**Investing in Online Customer Service**

The Town of Conception Bay South today announced that residents can expect to see more seamless processes and easier customer experiences next year. With budget

consultations well underway, the Town has committed to investing funds into automation in an effort to provide services more effectively and efficiently.

“Conception Bay South is a modern, evolving community, one that’s ready to invest in new technologies that will deliver improved resident experiences and transform the way we do business. As society advances, so do residents’ expectations, and we want to meet these expectations. A digital government is a better government. We think residents are going to be very pleased with the automated services we will roll out next year,” said Mayor Terry French.

In 2020, residents can expect to see:

- Continued enhancement of the new Town website, launched this summer
- Enhanced payment portal, through the town website, for swimming lessons and day camp programs
- Online applications and online permitting capabilities
- Online registration for Town events and seminars
- Online pet licensing with a directory of numbers and pet owner contact information
- Online facilities booking for the town fields and two arenas
- Potential online ticketing for venue seating

With a population of more than 27,000, Conception Bay South is the second largest municipality in Newfoundland and Labrador. The Town is quickly becoming the community of choice for families wanting to establish long term roots, as evidenced by continued population growth. The Town has established an ‘open for business’ mindset and offers promising commercial, industrial and tourism investment opportunities.

Deputy Mayor Murphy also commented on the water disruption experienced on Tilleys Road South. He stated that this disruption was unplanned so advance resident notification was not possible.

**5. RECOMMENDATIONS OF PLANNING AND DEVELOPMENT COMMITTEE**

**(Chair, Councillor Rex Hillier)**

Presentation of recommendations of meeting held on October 28, 2019

**1. 18 Emerald Creek Drive, Foxtrap (Ward 2)  
Order**

**Resolution #19-365  
Councillor Hillier/Councillor Butler**

Be it is so resolved that Council confirm an Order issued on October 30, 2019, under authority of the *Urban and Rural Planning Act, 2000*, the Town of Conception Bay South Development Regulations, and the Conception Bay South Fence Regulations ordering that the grading be corrected and consistent with the approved subdivision grading plan and to either remove or obtain a permit for the fence located at 18 Emerald Creek Drive, Conception Bay South within two weeks of receiving the Order.

- carried unanimously

**2. Planning and Development Committee Meeting Report**

**Resolution #19-366  
Councillor Hillier/Councillor Bent**

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee Meeting of October 28, 2019, be accepted as presented.

- carried unanimously

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

Presentation of recommendations of meeting held on October 28, 2019

**1. Approval to Award - Tender 19-17 Snow Clearing of Local Roads 2019-2020**

**Resolution #19-367  
Councillor Bent/Councillor Butler**

Be it so resolved that approval be given to award Tender 19-17 Snow Clearing of Local Roads 2019-2020 to Greenslades Construction Limited for Zones 7, 8, 9, 10 and 11 for the quoted price of \$575.00 per hour including HST for Year 1, \$600.00 per hour including HST for Year 2 and \$650.00 per hour including HST for Year 3. Years 2 and 3 are optional. Funds to be taken from account #01-303-1000-7030.

- carried unanimously

**2. Approval to Award – Prime Consulting Services Wastewater Treatment Plant Study**

**Resolution #19-368  
Councillor Bent/Councillor Youden**

Be it so resolved that approval be given to enter into Prime Consultant Agreement with SNC Lavalin Inc. for the Wastewater Treatment Plant Study at the approximate cost of \$59,937.50 plus HST. Funds are available in the project account.

- carried unanimously

**3. Approval to Award – Steadywater Brook Culvert Upgrade**

**Recommendation:**

Be it so resolved that approval be given to award tender for the Steadywater Brook Culvert Upgrade to Eric Taylor Limited for the bid price of \$344,090.93 including HST. This work includes upgrading an existing culvert on Greeleytown Road along Steadywater Brook. Funds to be taken from the project account.

- DEFERRED

**4. Engineering and Public Works Committee Meeting**

**Resolution #19-369**  
**Councillor Bent/Councillor Butler**

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of October 28, 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 October 29, 2019

**1. Request for Proposals-Audio Visual Services Agreement for Special Events 2020-2022**

**Resolution #19-370**  
**Councillor Hillier/Councillor Youden**

Be it so resolved that approval be given to call a Request for Proposals for an Audio-Visual Services Agreement for Special Events 2020-2022.

- carried unanimously

**2. Request for Proposals: Energy Efficiency Audit**

**Resolution #19-371**  
**Councillor Hillier/Councillor Butler**

Be it so resolved that approval be given to call a Request for Proposals for an Energy Efficiency Audit.

- carried unanimously

**3. Recreation and Leisure Services Committee**

**Resolution #19-372**  
**Councillor Hillier/Councillor Bent**

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of October 29, 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 October 28, 2019

**1. Accounts Payable Cheque Register**

**Resolution #19-373**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that approval be given to pay cheques totaling \$207,999.78 as per the Accounts Payable Cheque Register Report.

- carried unanimously

**2. Ratification of Manual Cheques Previously Released**

**Resolution #19-374**  
**Councillor Youden/Councillor Butler**

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$576,156.84.

- carried unanimously



**3. Capital Invoices**

**Resolution #19-375**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that approval be given to pay capital invoices totaling \$741,525.46 as listed below:

<b>Project</b>	<b>Vendor</b>	<b>Details</b>	<b>Amount</b>
2018 Streets Phase 1	Farrells Excavating	Progress Claim #7 (ROH)	\$250,510.11
2018 Streets	Martin Surveys Inc.	Invoice #2845	\$750.00
2018 Streets	Martin Surveys Inc.	Invoice #2838	\$500.00
Lawrence Pond Road	Precision Excavating Ltd.	Progress Claim #6 (ROH)	\$2,507.00
Lawrence Pond Road	Wood Environment	Invoice #G410248	\$3,464.95
Heritage Road San Sewer	Englobe Corp	Invoice #1760 (Mat testing)	\$1,719.25
Community Park	PEC	Invoice #2019-031-2	\$11,647.09
Worsley & Laurel Intersection	Stantec	Invoice #1428515	\$4,677.06
Automated Garbage Collection	IPL	Invoice #RX-374579	\$465,750.00
<b>Total Invoices:</b>			<b>\$741,525.46</b>

- carried unanimously

**4. Tax and Other Receivables Adjustments**

**Resolution #19-376**  
**Councillor Youden/Councillor Butler**

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

REBEL001	\$1,535.10
LANGA002	\$155.25
LSRHO001	\$320.32
EVANR002	Request Denied

- carried unanimously

**5. Capital Funding Reallocation**

**Resolution #19-377**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that approval is given to reallocate \$230,000 from the unallocated capital project account to Project #17-SCF-19-00149: Tilley's Road South Water & Sewer Upgrading. The Town of Conception Bay South agrees to provide a municipal share value of \$62,572.

- carried unanimously

**6. Change in Meeting Schedule**

**Resolution #19-378**  
**Councillor Youden/Councillor Bent**

Be it so resolved that the Public Meeting for January will be held on January 14<sup>th</sup>, 2020.

- carried unanimously

**7. Financial and Administrative Services Committee Report**

**Resolution #19-379**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of October 28, 2019 be accepted as presented.

- carried unanimously

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

No meeting held.

**10. OTHER COMMITTEE REPORTS**

- a. **NL Hydro Community Liaison Committee** – Deputy Mayor Murphy stated that he had attended a meeting with the NL Hydro Community Liaison Committee last evening. He stated this was the first meeting held in a year and he was pleased that it has recommenced.

**11. ADJOURNMENT**

The meeting adjourned at 7:32 p.m.

**Resolution #19-380**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that the meeting adjourn.

- carried unanimously

---

Richard Murphy  
Deputy Mayor

---

Gail Pomroy  
Town Clerk