

REGULAR MEETING #03 February 17, 2015

A Regular Meeting of Council convened in the Council Chambers at 7:00 p.m. in the presence of Mayor Ken McDonald, Councillors (with the exception of Councillor Youden), Chief Administrative Officer, Keith Arns, Director of Planning and Development, Elaine Mitchell, Senior Accountant/Office Manager, Liz Davis, Director of Engineering and Public Works, Jennifer Manuel, Director of Recreation and Leisure Services, Dave Tibbo, Economic Development Coordinator, Jennifer Lake and Executive Secretary, Jody Fifield.

1. ADOPTION OF AGENDA AND MINUTES

a. Adoption of meeting agenda of February 17, 2015

Resolution #15-045
Deputy Mayor Tessier/Councillor Rowe

Be it so resolved that the agenda of the meeting of February 17, 2015 be adopted as presented.

- carried unanimously

b. Adoption of minutes of meeting of February 3, 2015

Resolution #15-046
Councillor Tilley/Councillor George

Be it so resolved that the minutes of the meeting of February 3, 2015 be adopted as presented.

- carried unanimously

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. VISITORS, PRESENTATIONS AND PETITIONS

a. Proclamation – Kin Canada

Mayor McDonald proclaimed Friday, February 20, 2015 as Kinsmen and Kinettes Day and the week of February 15 – 21, 2015 as Kinsmen and Kinettes Week in the Town of Conception Bay South.

- b.** Mayor McDonald extended congratulations to Warrant Officer Zachary Barns of the 2562 Queen Elizabeth Army Cadet Corps in Conception Bay South who was recognized with the prestigious Major-General W.A Howard Award for his demonstrated leadership skills, as well as his balance of cadet and civilian accomplishments earning this young man the title of one of the top Gold Star cadets in the province.

**4. RECOMMENDATIONS OF PLANNING & DEVELOPMENT COMMITTEE
(Chair, Councillor Beverley Rowe)**

Presentation of recommendations of meeting held February 9, 2015

1. Municipal Plan Amendment No. 7, 2015 and Development Regulations Amendment No. 11, 2015 – Easons Road, Manuels

**Resolution #15-047
Councillor Rowe/Councillor Connors**

Be it so resolved that Municipal Plan Amendment No. 7, 2015 and Development Regulations Amendment No. 11, 2015 to rezone and redesignate an area of land from Residential Medium Density (R-2) to Commercial Main Street (C-1) to accommodate a commercial expansion at 10 Easons Road be submitted to the Department of Municipal and Intergovernmental Affairs for provincial review.

- carried unanimously

2. Residential Development – 35 Hillview Avenue, Manuels

Recommendation:

Be it so resolved that Council exercise its discretion under section 4.6 of the Conception Bay South Development Regulations and refuse an application to vary the minimum lot frontage to facilitate the subdivision of 35 Hillview Avenue to create a residential lot on the grounds that that proposed lot would be inconsistent in size, out of character with other properties on this street, the limited width of the proposed lot could impact proper site grading and may create a potential negative impact on adjacent properties due to storm water run-off.

- DEFERRED

3. Accessory Building – 71 Seal Cove Road, Seal Cove

Resolution #15-048

Councillor Rowe/Councillor Murphy

Be it so resolved that an application to convert an existing dwelling into an accessory building at 71 Seal Cove Road, Seal Cove, be refused as it is contrary to section 5.3.1 (2) of the Conception Bay South Development Regulations which only allows accessory buildings to be located in front of dwellings when no other reasonable option exists and, given the size of the property, it is reasonable that an accessory building could be built behind the dwelling.

- carried unanimously

4. Portable Sign – 20 Gateway Drive, Kelligrews

Resolution #15-049

Councillor Rowe/Deputy Mayor Tessier

Be it so resolved that an application for a portable sign at 20 Gateway Drive be refused as it is contrary to section 10.19.9 of the Town's Development Regulations which states that portable signs are not permitted in the Regional Centre (RC) zone.

- carried unanimously

5. Planning and Development Committee Meeting Report

Resolution #15-050
Councillor Rowe/Councillor George

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee Meeting of February 9, 2015, be accepted as presented.

- carried unanimously

The Planning and Development Committee Meeting Report of February 9, 2015, contains the following recommendations:

1. Residential Development - 80 Rideouts Road, Manuels

Recommendation:

Be it so resolved that approval be granted for the subdivision of land at 80-82 Rideouts Road, Manuels to accommodate the development of a new residential dwelling subject to compliance with the Town's Development Regulations.

2. 12 Silverwood Drive, Chamberlains

Recommendation:

Be it so resolved that the Town assist the resident of 2591 Topsail Road with the cost of hiring an electrician to relocation a hazardous electrical meter to a maximum of \$1000. Funds are available in account number 01-501-1000-7615.

- carried unanimously

6. Appraisal Report – Mulberry Place and Garden Road, Seal Cove

Resolution #15-051
Councillor Rowe/Councillor Connors

Be it so resolved that approval be given for preparation of an appraisal report by Provident Valuations and Advisor Services at a cost of \$4,900 plus HST. Funds are available in account number 01-501-1000-7615.

- carried unanimously

Councillor George declared of interest with this item as he has relatives who live on this street. He vacated the Chamber at 7:09 p.m. and returned at 7:10 p.m.

5. RECOMMENDATIONS OF ENGINEERING & PUBLIC WORKS COMMITTEE
(Chair, Councillor Ken George)

Presentation of recommendations of meeting held February 10, 2015

1. Capital Equipment – Light Duty Trucks

Resolution #15-052
Councillor George/Councillor Murphy

Be it so resolved that approval be given to purchase one (1) regular cab 4x4 truck , one (1) crew cab 4x4 truck, and one (1) regular cab 4x2 truck from the MASH Procurement tender. Funds are available in account #01-301-5000-8025.

- 7 yeas
- 1 nay (Bent)
- motion carried

2. Engineering and Public Works Committee Meeting

Resolution #15-053
Councillor George/Councillor Tessier

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of February 10, 2015, be accepted as presented.

- 7 yeas
- 1 nay (Bent)
- motion carried

The Engineering and Public Works Committee Meeting of February 10, 2015, included the following recommendation:

1. Street Excavation Permit Policy – Revised

Recommendation:

Be it so resolved that approval be given to adopt the revised Street Excavation and Reinstatement Policy and Permit as presented.

6. RECOMMENDATIONS OF RECREATION & LEISURE SERVICES COMMITTEE (Chair, Councillor Paul Connors)

Transferred from Privileged Meeting #3

1. New Stadium Sponsorship/Naming Rights

Resolution #15-054
Councillor Connors/Councillor Rowe

Be it so resolved that approval be given to call a Request for Proposals for the naming rights to the new Conception Bay South Arena.

- carried unanimously

Presentation of recommendations of meeting held February 10, 2015

1. Recreation and Leisure Services Committee

Resolution #15-055
Councillor Connors/Councillor Tilley

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of February 10, 2015 be accepted as presented.

- carried unanimously

7. RECOMMENDATIONS OF FINANCIAL & ADMINISTRATIVE SERVICES COMMITTEE (Chair, Deputy Mayor Steve Tessier)

Transferred from Privileged Meeting #3

1. the gateway development

Resolution #15-056
Deputy Mayor Tessier/Councillor Tilley

Be it so resolved that the Town acquire approximately 150 acres of Crown Land located at Legion Road at a cost of approximately \$1.5M plus HST.

- carried unanimously

Presentation of recommendations of meeting held February 9, 2015

1. Accounts Payable Cheque Register

Resolution #15-057
Deputy Mayor Tessier/ Councillor Connors

Be it so resolved that approval be given to pay cheques totaling \$629,074.17 as per the attached Accounts Payable Cheque Register Report.

- carried unanimously

2. Ratification of Manual Cheques Previously Released

Resolution #15-058
Deputy Mayor Tessier/Councillor Connors

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$608,558.91 as per the attached report.

- carried unanimously

3. Ratification of Direct Payments Previously Released

Resolution #15-059
Deputy Mayor Tessier/Councillor George

Be it so resolved that approval be given to ratify direct payments previously released totaling \$59,292.70 as per the attached report.

- carried unanimously

4. Capital Invoices

Resolution #15-060
Deputy Mayor Tessier/Councillor Connors

Be it so resolved that approval be given to pay capital invoices totaling \$3,498,528.88 as listed in the Financial Services Committee Minutes of February 9, 2015.

- carried unanimously

5. Tax and Other Receivables Adjustments

Resolution #15-061
Deputy Mayor Tessier/Councillor Murphy

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

ATLAN020	\$4,711.22
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- carried unanimously

6. Policy – Non-Profit Organizations Business Tax Exemption

Resolution #15-062

Deputy Mayor Tessier/Councillor Connors

Be it so resolved that the Non-Profit Organizations Business Tax Exemption Policy be adopted as presented.

PURPOSE:

To provide tax exempt status, upon application to Council, for non-profit organizations who meet the criteria outlined and are operating within the Town.

AUTHORITY: Council Discretion

PROCEDURE:

Non-Profit organizations operating within the Town of Conception Bay South will be exempt from business tax upon application to Council if they meet the following criteria:

1. Any organization that is recognized as a charity by the Government of Canada.
2. Any organization that is recognized as a non-profit entity by the Government of Canada and has at least one of the following characteristics:
 - a) Activities contribute to the general well-being, pleasure or recreation of the citizens and youth of Conception Bay South.
 - b) Operations relate to community-minded/civic improvement events.
 - c) Mandate is to provide support to any level of government/government agency or for the general benefit of the business community as a whole.
 - d) Purpose related to the provision of low priced residential housing within Conception Bay South.
 - e) Owner/operator or primary clientele are socially, physically or mentally disadvantaged persons.

A copy of the annual information return/notice of assessment from the Government of Canada should accompany the exemption request as proof of charitable or non-profit status.

This policy rescinds all previous policies pertaining to this subject matter.

- carried unanimously

7. Appointment of Appeal Assessment Commissioner – Year 2015

Resolution #15-063

Deputy Mayor Tessier/Councillor Connors

Be it so resolved that the Town of Conception Bay South appoint Mr. Don Peckham as the Appeal Assessment Commissioner for the year 2015.

- carried unanimously

8. Facilities Manager

Resolution #15-064

Deputy Mayor Tessier/Councillor Murphy

Be it so resolved that approval be given to appoint Justin Clark as Facilities Manager for the Town of Conception Bay South as per the terms and conditions contained within the employment contract.

- carried unanimously

9. Financial and Administrative Services Committee Report

Resolution #15-065

Deputy Mayor Tessier/Councillor George

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of February 9, 2015 be accepted as presented.

- carried unanimously

The Financial Services and Administrative Services Committee Meeting of February 9, 2015, included the following recommendation:

1. National Municipal Park Network Roundtable and Toronto Park Summit

Recommendation:

Be it so resolved that approval be given for an Economic Development Coordinator to participate in a national roundtable discussion and park summit held in Toronto, ON from March 6-7, 2015 at an approximate cost of \$300. Funds are available in account # 01-502-1000-7708.

8. RECOMMENDATIONS OF ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE (Chair, Councillor Gerard Tilley)

Presentation of recommendations of meeting held February 10, 2015

1. Main Street Business Improvement Association

Resolution #15-066
Councillor Tilley/Councillor Rowe

Be it so resolved that Deputy Mayor Tessier be appointed as the Council Representative on the Board of Management of the Conception Bay South Main Street Improvement Association.

- carried unanimously

2. GIS Business Directory Linkage Project – Phase 2

Resolution #15-067
Councillor Tilley/Councillor Rowe

Be it so resolved that approval be given for EITNL to further enhance the linkages between the Town's GIS Map and the Business Directory at a total cost of \$8,820 + hst, cost shared by the Canadian Trade Commissioner Service. The total cost to the Town will be approximately \$4,410 + hst. Funds are available in account 01-502-1018-7706.

- carried unanimously

3. Mobile App

Resolution #15-068
Councillor Tilley/Deputy Mayor Tessier

Be it so resolved that approval be given to develop a Mobile App for the Town to be developed by AppAds Promotions at a cost of \$899 plus hst. Funds are available in account 01-502-1018-7706.

- carried unanimously

4. Economic Development and Tourism Committee Report

Resolution #15-069
Councillor Tilley/Councillor Rowe

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee Meeting of February 10, 2015 be accepted as presented.

- carried unanimously

The Economic Development and Tourism Committee Meeting of February 10, 2015 includes the following recommendations:

1. Horizons Business and Industrial Magazine

Recommendation:

Be it so resolved that approval be given to showcase the Town in the 2015 Horizons Business and Industrial Magazine produced by The Telegram, at a cost of \$2,599 + hst. Funds are available in account 01-502-1000-7005.

2. Youth Tax Incentive Program – The Healthy Vibe

Be it so resolved that approval be given to The Healthy Vibe to be included in the Town's Youth Business Tax Incentive Program.

9. OTHER COMMITTEE REPORTS

Nil

10. NEW BUSINESS

Mayor McDonald

advised that he met with the Voice for the Voiceless group on February 11, 2015 and passed along information to be included on the next Planning and Development Committee agenda for discussion.

attended the Winterfest Seniors event on Saturday night which was received with great compliments.

sends his condolences to the family of the late Shirley Parsons who was a member of Lions Club.

recognized the retirement of Chief Administrative Officer on Feb 27, 2015 and thanked him for his years of service. He stated that he has done an exceptional job in bringing the town into the financial position it is in today.

Councillor Bent

would like to acknowledge the support of the residents of Ward 1 and will bring their concerns forward during in his time in office.

Councillor Connors

would like to report that the Winterfest was a great success. Sends his congratulations to the Recreation Department for a job well done.

stated that curling will be returning to the stadium on May 5-9.

Councillor Murphy

stated that as a former employee under the supervision of Mr. Arns, he would like to

congratulate Mr. Arns on his years of service and best wishes on his retirement.

Councillor George

stated that he has received concerns on the snow clearing of the shoulders of the road on Route 60. He stated that the Public Works Department are working with the Department of Transportation to correct this problem.

Deputy Mayor Tessier

stated that the next NEAJC meeting will be held here in Conception Bay South tomorrow night. Guest speaker is Victoria Belbin who will speak to the "Not In my Backyard Syndrome".

expressed congratulations to Jennifer Bent who was recently named to the Provincial Advisory Council.

sends his congratulations to the Chief Administrative Officer for his service with the Town

11. ADJOURNMENT

The meeting adjourned at 7:36 p.m.

Resolution #15-070
Councillor Rowe/Councillor Murphy

Be it so resolved that the meeting adjourn.

- carried unanimously

Ken McDonald
Mayor

Keith Arns
Chief Administrative Officer