

Regular Meeting #12 August 11, 2020

A Regular Meeting of Council convened at 6:00 p.m. in the presence of Mayor French, Councillors (with the exception of Councillor 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 Recreation and Leisure Services, Dave Tibbo, Director of Planning and Development, Corrie Davis, Director of Economic Development, Jennifer Lake and Communications Manager, Maggie Hynes.

1. ADOPTION OF AGENDAS AND MINUTES

a. Adoption of the Meeting Agenda for August 11, 2020

Resolution #20-224

Councillor Youden/Councillor Hillier

Be it so resolved that the agenda of the meeting of August 11, 2020 be adopted as presented.

- carried unanimously

b. Adoption of the Meeting Minutes of July 14, 2020

Resolution #20-225

Councillor Butler/Councillor Tilley

Be it so resolved that the minutes of the meeting of July 14, 2020 be adopted as presented.

- carried unanimously

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. VISITORS, PRESENTATIONS AND PETITIONS

Nil

4. NEW BUSINESS

Deputy Mayor Murphy

welcomed viewers to first live stream from Council Chambers.

expressed condolences to the friends and family of Bob Parsons who recently passed away. He stated that Bob was a very active resident and a member of the local group, Rick and the Romans.

Councillor Youden

stated that it is great to see all the roadwork being done.

stated that Council and staff are currently in discussion on the possible re-opening of the Conception Bay South Recreation Complex. He stated that there are significant costs due to covid restrictions and Council are trying to be diligent with taxpayers' money.

Councillor Tilley

expressed condolences to the friends and family of Dave Pinn who recently passed away. Dave was a member of the Conception Bay South Lions Club for almost 40 years. He will be missed in the community.

asked residents to be respectful of area residents when parking on Perrins Road. He stated that with the food fishery ongoing, parking is incredibly full. He stated that staff have been requested to review the matter and bring recommendations back to Committee for further discussion.

Councillor Bent

stated that it is good to be back in Council Chambers again.

stated that the proposed Drill Mud Processing plan will require further Environmental reporting. He stated that the guidelines on are on the

provincial website. He also stated that further public consultation will be held. He noted that the Town has been trying to keep residents up to date as we receive information.

stated that it is great to have the upgrades on Fowlers Road completed with the added safety measures as requested by the residents.

stated that the recently completed section of the Manuels River Trail to Worsley Park is very well groomed and is now a great smooth trail.

stated that he attended the cheque presentation to the Chamberlains Park for the new boardwalk extension. He stated that it is a great addition.

stated that the Town has been receiving many complaints from area residents of Topsail Beach Road. He stated the Town has made a number of changes and are looking forward to see how we can make this area safer for the local residents. He stated that the traffic study has been uploaded to the Town's website.

Councillor Butler

expressed condolences to the Parsons and Pinn families.

stated that the first digital story of our Heritage Storytelling Project has been created and uploaded to the heritage page of our website and has been circulated by social media. Mr. Dean Lear volunteered to participate and created a great story where he talks about life growing up on Fagan's Road in Kelligrews. Since his story launched, other have come forward and are in the process of telling their stories. We are certain there are many great stories out there waiting to be captured for further generations. Please encourage your friends and family to connect with the economic development department staff to participate.

stated that one action item within the Town's Tourism Development Strategy is the placement of way-finding signage for the Topsail Homes and Heritage Garden Walk. This is a self-guided walk through one of the Town's most historic neighbourhoods. Brochures mapping the 11 stops along the route are available on the Town's website but also at St. John the Evangelist Church and the Town Hall. In the coming weeks, signage will be installed at each stop along the walk that correspond with the brochure.

stated that the Green Team have been very busy since they started their project work in the Town in early July. By the end of the summer, they will have had a hand in three major legacy projects within the Town, including:

- the creation of the Manuels River Community Garden;
- completed over 250m of new boardwalk at Chamberlains Park;
- building and staining the new stage and pergola at Gateway Community Garden;
- installing a rustic fence along one side of the Gateway Community Garden; and
- constructing a support structure for raspberry bushes, creating a storage compound for soil and mulch; and developing a storyboard at Gateway Garden.

I am sure I can say on behalf of Council and the various community partners within the Town, that we have been blessed with another incredible team of four youth from Conception Bay South and would like to express our sincere gratitude for the tremendous work they are doing within the town. The team will end their summer placement on September 4.

stated that the Towns Street and Trail Map has been printed and distributed throughout the Town and provincial visitor information centres

across the province. There are also copies available for pick up at the Town Hall should anyone wish to obtain a copy.

stated that Small Business Week takes place October 18-24 and provides the opportunity to celebrate entrepreneurs. Small business is the backbone to our economy within the Town and we want to start a little earlier celebrating them this year. Now, more than ever, we are realizing the importance of supporting local and our economic development staff are working on initiatives over the coming weeks leading into Small Business Week.

- As part of our Business Retention and Expansion Action Plan, staff will be capturing digital testimonials to highlight entrepreneurs and their businesses;
- In addition, each business within the Town will be provided with a window decal to display at their place of business highlighting that they are a registered business within the Town;
- Staff will also continue with their social media campaign highlighting previous winners of our Bright Business Achievement Awards; and
- An engagement strategy is underway to connect both one on one, and in targeted focus groups to hear from entrepreneurs and learn how we can best support their efforts.

We are looking forward to celebrating, and engaging with, our entrepreneurs and encourage them to connect with our staff at any time for support and guidance as they continue to grow their opportunities.

Councillor Hillier

congratulated Chris Peach on his induction to the Provincial Hockey Hall of Fame. He requested a letter of congratulations be sent.

thanked staff on the Rainbow crosswalks that have been freshened up.

commented on the trail from Manuels River to Worsley Park which was just finished just today. He stated that it is such a beautiful walk.

Mayor French

reminded residents to buy tickets for the annual Manuels River Bobber race.

expressed condolences to friends and family of Dave Pinn and Bob Parsons.

commented on the Recreation Complex. He stated that the facility closed due to Covid-19 and that our pool is unique when compared to other pools in the province. He stated it is smaller and with Covid-19 restrictions, can only fit 6 people in a dressing room at one time and only 12 in the pool at one time. He stated that there will also be significant cleaning required between swims etc. He advised that we are looking at a plan to re-open as well as how we may be able to allow other groups, such as squash and fitness groups into the building. He also stated that there is additional expense to the Covid-19 requirements as well. He stated that an announcement will be made soon.

reminded residents using ATVs to respect others. There are no approved trails for usage of ATVs within the Town of Conception Bay South. He requested residents not to use local roads, or provincial highways for ATV usage.

commented on parking issues associated with the food fishery. He stated that there has been congestion on roads when parking to launch boats. He requested all to be respectful of area residents and other users. He also requested people to stop throwing fish offal on the ground in these residential areas.

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

Transferred from Committee of the Whole Meeting #13

1. Sale of Town Owned Land - 36-40 Kennedys Road

**Resolution #20-226
Councillor Hillier/Councillor Youden**

Be it so resolved that in accordance with Section 201.2(8) of the *Municipalities Act, 1999* that the Town sell approximately 590 m² of land at 36-40 Kennedys Road, Upper Gullies to an adjacent property owner for \$3,630 plus HST.

- 7 yeas
- 1 abstention
(Murphy)
- motion carried

Deputy Mayor Murphy declared a conflict of interest with this item as he resides on the street. He vacated the Chamber at 6:31 p.m. and returned 6:32 p.m.

2. Variance Request - 56-58 Monument Road

**Resolution #20-227
Councillor Hillier/Councillor Davis**

Be it so resolved that, in accordance with Section 3.12 of the Town's Development Regulations, variances to reduce the minimum building line setback from 10m to 9m and minimum rear yard requirement from 8m to 7.25m at 56-58 Monument Road to accommodate development of a three-unit row dwelling, be approved.

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

Councillor Bent declared a conflict of interest with this matter as it is close to his residence.. He vacated the Chamber at 6:32 and returned at 6:33 p.m.

Presentation of recommendations of meeting held on July 31, 2020

1. Accessory Building - 139 Middle Bight Road

Resolution #20-228
Councillor Hillier/Councillor Butler

Be it so resolved that in accordance with Council's discretionary authority at Section 5.3 of the Town's Development Regulations, Application No. 2020-104 for a 214 m² accessory building at 139 Middle Bight Road be approved.

- carried unanimously

Councillor Tilley noted that he had received a complaint from a resident pertaining to notification.

2. Proposed Dwelling - 35-39 Perrins Road

Resolution #20-229
Councillor Hillier/Councillor Youden

Be it so resolved that the Terms of Reference for a Land Use Impact Assessment Report related to the proposed development of a single dwelling at 35-39 Perrins Road be adopted as presented.

- carried unanimously

3. Planning and Development Committee Meeting Report

Resolution #20-230
Councillor Hillier/Councillor Butler

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee meeting on July 31, 2020, be accepted as presented.

- carried unanimously

**6. RECOMMENDATIONS OF ENGINEERING AND PUBLIC WORKS COMMITTEE
(Chair, Councillor Junior Bursey)**

Presentation of recommendations of meeting held on August 5, 2020

1. Community Park Phase 1 – Approval to Award

**Resolution #20-231
Councillor Davis/Councillor Youden**

Be it so resolved that approval be given to award Community Park Phase 1 to Dexter Construction Company Limited for the bid price of \$562,834.56 including HST. Funds to be taken from the capital project account.

- carried unanimously

2. Gateway Slope Stabilization – Award

**Resolution #20-232
Councillor Davis/Councillor Butler**

Be it so resolved that approval be given to award Gateway Slope Stabilization to Eric Taylor Limited for the bid price of \$85,617.50 including HST. Funds to be taken from the capital out of revenue account.

- 7 yeas
- 1 abstention
(Murphy)
- motion carried

Deputy Mayor Murphy declared a conflict of interest with this item as he as a family relation with this company. He vacated the meeting at 6:39 p.m. and returned at 6:40 p.m.

3. Municipal Tractor Snow Blower – Approval to Purchase

Resolution #20-233
Councillor Davis/Councillor Youden

Be it so resolved that approval be given to purchase a snowblower attachment from Saunders Equipment in the amount of \$16,970.00 plus HST. Funds to be taken from Capital Fleet account.

- carried unanimously

4. Ratification of PO #2020-0643 – Unit 288

Resolution #20-234
Councillor Davis/Councillor Tilley

Be it so resolved, that approval be given to Harvey & Company Ltd. to ratify PO #2020-0643 in the amount of \$10,021.62, plus HST. Funds to be taken from account 01-403-8106-7025.

- carried unanimously

5. Approval to Dispose of Fleet

Resolution #20-235
Councillor Davis/Councillor Hillier

Be it so resolved that approval be given to dispose of the 2002 Chevrolet Grapple Truck, Unit 224, and the 2004 Johnston Sweeper, Unit 233.

- carried unanimously

6. Approval to Tender – Salt and Sand

Resolution #20-236
Councillor Davis/Deputy Mayor Murphy

Be it so resolved that approval be given to call tender for the purchase of salt and sand for winter control operations.

- carried unanimously

7. Approval to Award – 2020 Street Upgrading and Paving

Resolution #20-237
Councillor Davis/Councillor Bent

Be it so resolved that approval be given to award 2020 Street Upgrading and Paving to Farrells Excavation Limited for the bid price of \$2,027,507.50 including HST. Funds to be taken from the capital project account.

- carried unanimously

8. Engineering and Public Works Committee Meeting

Resolution #20-238
Councillor Davis/Deputy Mayor Murphy

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of August 5, 2020, be accepted as presented.

- carried unanimously

7. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Kirk Youden)

Presentation of recommendations of meeting held on August 5, 2020

1. Recreation and Leisure Services Committee

Resolution #20-239
Councillor Youden/Councillor Butler

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of August 5, 2020 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 August 4, 2020

1. Accounts Payable Cheque Register

Resolution #20-240

Deputy Mayor Murphy/Councillor Tilley

Be it so resolved that approval be given to pay Accounts Payable cheques totaling \$609,510.10.

- carried unanimously

2. Ratification of Manual Cheques Previously Released

Resolution #20-241

Deputy Mayor Murphy/Councillor Hillier

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$394,883.65.

- carried unanimously

3. Tax and Other Receivables Adjustments

Resolution #20-242

Deputy Mayor Murphy/Councillor Tilley

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

| | |
|----------|------------|
| E.J.S001 | \$1,734.45 |
| LILLR001 | \$289.10 |
| ADAMR006 | \$1,324.36 |

- carried unanimously

4. Personnel – Facilities Manager

Resolution #20-243

Deputy Mayor Murphy/Councillor Bent

Be it so resolved that approval be given to confirm Jason Abbott in the position of Facilities Manager as per the terms and conditions outlined in the employment contract of July 22, 2019.

- carried unanimously

5. Financial and Administrative Services Committee Report

Resolution #20-244

Deputy Mayor Murphy/Councillor Tilley

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of August 4, 2020 be accepted as presented.

- carried unanimously

6. Capital Invoices

Resolution #20-245

Councillor Tilley/Councillor Hillier

Be it so resolved that approval be given to pay capital cheques totaling \$685,241.50 as listed below:

| Project | Vendor | Invoice Details | Amount |
|--|-------------------------------------|------------------------|---------------------|
| 2018 Streets | Exp Services | Invoice #563225 | \$14,558.49 |
| 2018 Streets | Exp Services | Invoice #553443 | \$2,093.32 |
| 2018 Streets | Wood | Invoice #G410839 | \$1,485.00 |
| 2018 Streets | Construction Signs | Invoice #41310 | \$7,475.00 |
| Wastewater Treatment Plant Study | SNC Lavalin | Invoice #1499305 | \$2,373.31 |
| District Water Meters | SNC Lavalin | Invoice #1499029 | \$3,774.30 |
| Lawrence Pond Road Phase 2 | Eric Taylor Ltd. | Progress Claim #1 | \$129,748.68 |
| Lawrence Pond Road Phase 2 | Progressive Engineering Consultants | Invoice #2020-006-2 | \$23,986.23 |
| 2020 Streets | Harbourside | Invoice #1795 | \$13,305.79 |
| Gateway Erosion Control | SNC Lavalin | Invoice #1496279 | \$5,865.00 |
| Storm Damage Assessment | PEC | Invoice #2020-013-1 | \$15,180.00 |
| Storm Damage Repair – Long Pond Dredging | R.J.G. Construction | Invoice #LPD20-18-PC04 | \$54,596.25 |
| Storm Damage Repair | PEC | Invoice #2020-002-5 | \$11,301.63 |
| Emergency Water Main Break (Upper Gullies) | SNC Lavalin | Invoice #1496280 | \$9,959.00 |
| Topsail Beach Traffic Calming | Harbourside | Invoice #1800 | \$5,778.75 |
| Effluent Monitoring | Biomaxx | Invoice #3962 | \$2,909.50 |
| Street Sweeper | Saunders Equipment | Invoice #80816 | \$380,851.25 |
| Total Capital Invoices: | | | \$685,241.50 |

- 7 yeas
- 1 abstention
(Murphy)
- motion carried

Deputy Mayor Murphy declared a conflict of interest with this item for Eric Taylor Ltd. He vacated the meeting at 6:49 p.m. and returned at 6:50 p.m.

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

Presentation of recommendations of meeting held on August 4, 2020

1. Downtown CBS

**Resolution #20-246
Councillor Butler/Councillor Tilley**

Be it so resolved that approval be given for the appointment of Mike McDonald of The Hangout to the Downtown Conception Bay South Board of Management effective immediately until December 31, 2021.

- carried unanimously

2. Economic Development and Tourism Committee Meeting Report

**Resolution #20-247
Councillor Butler/Councillor Hillier**

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of August 4, 2020 be accepted as presented.

- carried unanimously

10. OTHER COMMITTEE REPORTS

Nil

11. ADJOURNMENT

The meeting adjourned at 6:53 p.m.

Resolution #20-248
Councillor Tilley/Councillor Davis

Be it so resolved that the meeting adjourn.

- carried unanimously

Terry French
Mayor

Gail Pomroy
Town Clerk