

## **Regular Meeting #18 November 7, 2017**

A Regular Meeting of Council convened in the Council Chambers at 7:00 p.m. in the presence of Deputy Mayor Murphy, Councillors (with the exception of Mayor French and Tilley), Chief Administrative Officer, Terry Paddon, Town Clerk, Gail Pomroy, Director of Finance, Liz Davis, Director of Recreation and Leisure Services, Dave Tibbo, Director of Community Development, Jennifer Lake, and Fire Chief John Heffernan.

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

#### **a. Adoption of the Meeting Agenda for November 7, 2017**

**Resolution #17-425**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that the agenda of the meeting of November 7, 2017 be adopted as presented.

- carried unanimously

#### **b. Adoption of the Meeting Minutes of October 17, 2017**

**Resolution #17-426**  
**Councillor Bursey/Councillor Butler**

Be it so resolved that the minutes of the meeting of October 17, 2017 be adopted as presented.

- carried unanimously

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

Nil

**3. VISITORS, PRESENTATIONS AND PETITIONS**

**a. World Town Planning Day**

Deputy Mayor Murphy proclaimed November 8, 2017 as World Town Planning Day in the Town of Conception Bay South.

- b. Councillor Bent presented a petition from residents in opposition of a four unit row house development on Chaytors Place. This will be forwarded to the Planning and Development Committee for review.

**4. RECOMMENDATIONS OF PLANNING AND DEVELOPMENT COMMITTEE  
(Chair, Councillor Cheryl Davis)**

Transferred from the Committee of the Whole Meeting #22

**1. Change of Non-Conforming Use – 25 Busseys Road**

**Resolution #17-427  
Councillor Davis/Councillor Hillier**

Be it so resolved that Council approve the change of non conforming use at 25 Busseys Road to accommodate a school and charter bus depot subject to operations occurring between 8am and 5pm Monday through Saturday, that maintenance of vehicles is limited to school and charter buses owned and operated by the applicant and that no vehicular access to the property is permitted from Busseys Road.

- carried unanimously

**2. Personal Service Uses in Residential Zones**

**Resolution #17-428  
Councillor Davis/Councillor Bursey**

Be it so resolved that Council initiate public and stakeholder consultation regarding a proposed amendment to the CBS Development Regulations so that personal service uses (barbers, hair salons, tanning salons, spas and similar uses) may be permitted as home based occupations at the discretion of Council in residential zones where the use is limited to one service provider who is a resident of the dwelling, with limited clientele at the

property at any one time and that the property can accommodate off street parking for clients in addition to the minimum off street parking required for the dwelling.

- carried unanimously

Presentation of recommendations of meeting held on October 30, 2017

**1. Municipal Plan and Development Regulations Amendment Request - 1641 Conception Bay Highway, Seal Cove**

**Resolution #17-429**  
**Councillor Davis/Councillor Butler**

Be it so resolved that an amendment to the St. John's Urban Region Regional Plan, Town's Municipal Plan and Development Regulations to re-designate and rezone property at 1641 Conception Bay Highway, Seal Cove, from "Residential Low Density" and "Rural" to "Residential Medium Density" to accommodate a proposed 23 lot residential subdivision be prepared and the public consultation process initiated.

- carried unanimously

**2. General Revenue – 36 Windy Cove Lane, Manuels**

**Resolution #17-430**  
**Councillor Davis/Councillor Bent**

Be it so resolved that the occupancy deposit as listed below be taken into general revenue.

Address	Permit Date	Receipt #	Amount
36 Windy Cove Lane	June 8, 2016	214170	750.00

- carried unanimously

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

**Resolution #17-431**  
**Councillor Davis/Councillor Hillier**

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee Meeting of October 30, 2017, be accepted as presented.

- carried unanimously

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

Councillor Hillier read the following statement:

**Water Disruption**

The Town of Conception Bay South would like to advise all residents that due to Town infrastructure maintenance on the water system, pressure reductions and water loss may be experienced intermittently and temporarily on Friday, November 10, 2017 from 8:00 a.m. to 4:30 p.m. To reduce possible water disruptions we are asking residents to refrain from using unnecessary water during this time. The Town apologizes for any inconvenience this infrastructure maintenance may cause and thank you for your cooperation. Should you have any questions, please contact the Town's Public Works Department at 834-6500 Ext 351.

**Seal Cove Water and Sewer Installation – Phase 47**

Phase 47 Water and Sewer project is an \$8 million dollar project that will provide municipal water and sewer services to almost 200 existing homes on Indian Pond Road, Indian Pond Drive, Indian Pond Estates, Indian Pond Place, Allison Road and Seaspray Crescent.

The project is broken in two parts to allow the Town to utilize the full extent of the cost-shared funding, in the required Federal and Provincial government timelines.

We understand that winter is approaching and are working with the contractors in every way possible to progress the work. Based on the latest information from the contractors, we currently expect that all infrastructure will be installed and services available for connection in early December. The progress and schedules are monitored daily. Unforeseen circumstances and weather may change the timeline and any changes will be communicated as soon as they are available. In the event

that water services are not available for connection in early December, and you are currently on temporary water, the Town will make arrangements at that time to provide temporary water throughout the winter months.

When connection to Town services is available, property owners will receive another notification. Upon notification, owners are required to contact the Engineering and Public Works Department for a water and sewer permit. It is the responsibility of the owner to make arrangements with a qualified party to install service lines within your private property.

For updates and notifications on this project please visit the Town's website, Facebook or Twitter. We thank you for your patience and cooperation. Should you have questions, please do not hesitate to contact the Engineering and Public Works Department at 834-6500 ext.301 or by emailing [info@conceptionbaysouth.ca](mailto:info@conceptionbaysouth.ca).

Presentation of recommendations of meeting held on November 1, 2017

**1. Correspondence – Jeffers Lane One-Way Street**

**Resolution #17-432**  
**Councillor Hillier/Councillor Youden**

Be it so resolved the consensus of the Committee is to reverse the one-way traffic direction on Jeffers Lane.

- 6 yeas
- 1 nay (Hillier)
- motion carried

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

**Resolution #17-433**  
**Councillor Tilley/Councillor Bursey**

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meeting of November 1, 2017, be accepted as presented.

- carried unanimously

**6. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Christine Butler)**

Councillor Butler read the following statement:

Your Worship, before I read the blanket recommendation, I would like to highlight some of the recent events as well some upcoming events that involve the Department of Recreation and Leisure Services:

The Town of Conception Bay South's Annual Halloween Skate took place on Sunday, October 29, 2017 at the Conception Bay South Arena. Total attendance was 180. Children were given loot bags at the gate and prizes for Best Costume, Cutest Costume, and Scariest Costume were given out.

The Annual Giv'er on the River Event took place on October 22, 2017. This year's event raised over \$9000 for trail development at Manuel's River. Thanks to Councillors Hillier, Bent and Youden for assisting in the medal presentations. Thanks to Ed Jarvis and the Enforcement Dept. for assisting on this event again this year.

On Thursday, October 26, the Town hosted a Seniors Halloween Social at Worsley Park from 12:00 – 3:00 p.m. There were approximately 130 seniors in attendance. Councillor Darrin Bent was in attendance and spoke on behalf of the Town.

The Town of Conception Bay South's Annual Community Fire took place this past Sunday at Sgt. Ned Nugent's Field. Total attendance was between 300-400 people. There were a large number of families present with young children. Children were provided with loot bags, hot chocolate, hot dogs and marshmallows to roast throughout the evening. Special thanks to the Youth Advisory Committee, the Recreation, Enforcement and Fire Department's staff for making the event a success.

**Upcoming events include:**

The CBS Squash Club and the Recreation Complex will be hosting its first squash tournament of the season, the Master and Padawan Open, from November 17-18, 2017.

The annual Darryl Reid High School Hockey Tournament will take place at the Conception Bay South Arena and Robert French Memorial Stadium from November 9-12, 2017

Be sure to follow the Town on Facebook and Twitter for all information on upcoming Town Events and Programs and download our mobile app.

Presentation of recommendations of meeting held on October 31, 2017

**1. Recreation and Leisure Services Committee**

**Resolution #17-434**  
**Councillor Butler/Councillor Davis**

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of October 31, 2017 be accepted as presented.

- carried unanimously

**7. RECOMMENDATIONS OF FINANCIAL AND ADMINISTRATIVE SERVICES COMMITTEE (Chair, Councillor Kirk Youden)**

Presentation of recommendations of meeting held on November 1, 2017

**1. Accounts Payable Cheque Register**

**Resolution #17-435**  
**Councillor Youden/Councillor Bursey**

Be it so resolved that approval be given to pay cheques totaling \$115,898,55 as per the Accounts Payable Cheque Register Report.

- carried unanimously

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

**Resolution #17-436**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$371,192.40.

- carried unanimously

**3. Ratification of Direct Payments Previously Released**

**Resolution #17-437**  
**Councillor Youden/Councillor Davis**

Be it so resolved that approval be given to pay capital cheques totaling \$791,285.06 as listed in the Financial Services Committee Minutes of November 1, 2017.

- carried unanimously

**4. Capital Invoices**

**Resolution #17-438**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that approval be given to pay capital invoices totaling \$393,029.12 as listed in the Financial Services Minutes of November 1, 2017.

- carried unanimously

**5. Appointment of Auditors**

**Resolution #17-439**  
**Councillor Youden/Councillor Bent**

Be it so resolved that the Town of Conception Bay South appoint Grant Thornton as its auditor for the year ended December 31, 2017.

- carried unanimously

**6. Donation Request – Holy Spirit High School**

**Resolution #17-440**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that approval be given for the donation of \$250 to Holy Spirit High School in support of their Annual Scholarship and Awards Program. Funds are available in account 01-101-1000-7705.

- carried unanimously



**7. Donation Request – Queen Elizabeth Regional High School**

**Resolution #17-441**  
**Councillor Youden/Councillor Bursey**

Be it so resolved that approval be given for the donation of \$250 to Queen Elizabeth Regional High School in support of their Annual Scholarship and Awards Program. Funds are available in account 01-101-1000-7705.

- carried unanimously

**8. Change in Meeting Schedule**

**Resolution #17-442**  
**Councillor Youden/Councillor Butler**

Be it so resolved that the Public Meeting for January will be held on January 16<sup>th</sup>, 2018.

- carried unanimously

**9. Order - 15 Millers Road**

**Resolution #17-443**  
**Councillor Youden/Councillor Davis**

Be it so resolved that the Order issued on October 6, 2017, ordering the removal of the wrecked vehicles from 15 Millers Road, be rescinded as compliance has been achieved.

- carried unanimously

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

**Resolution #17-444**  
**Councillor Youden/Councillor Hillier**

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of November 1, 2017 be accepted as presented.

- carried unanimously

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

Councillor Bent congratulated the winners of the 2017 Bright Business Awards.

Presentation of recommendations of meeting held on October 30, 2017

**1. Town Hall Art Procurement Request for Proposals**

**Resolution #17-445**  
**Councillor Bent/Councillor Burse**

Be it so resolved that through a 50/50 cost-shared partnership with the Community Foundations of Canada, a contract to procure artwork for the Conception Bay South Town Hall be awarded to George Jarvis, Jill Moores, and Eric Stentafor at a total cost of \$15,000. Funds are available in Account # 01-502-1000-7707.

- carried unanimously

**2. Harbour Plaza Development Plan Funding**

**Resolution #17-446**  
**Councillor Bent/Councillor Davis**

Be it so resolved that approval be given to accept amendments to financing agreements with both ACOA and the Department of Tourism, Culture, Industry and Innovation securing additional funds totaling \$6,674. Funds for the Town's contribution of \$1,668 are available in account #01-502-1000-7707.

- 6 yeas  
- 1 abstention  
(Youden)  
- motion carried

Councillor Youden declared a conflict of interest with this item as he is employed by a funding partner. He vacated the Chamber at 7:33 p.m. and returned at 7:35 p.m.

**3. Economic Development and Tourism Committee Report**

**Resolution #17-447**  
**Councillor Bent/Councillor Hillier**

Be it so resolved that the recommendations/decisions made at the Communications and Economic Development Committee meeting of October 30, 2017 be accepted as presented.

- carried unanimously

**9. OTHER COMMITTEE REPORTS**

Nil

**10. NEW BUSINESS**

**Deputy Mayor Murphy**

stated that he received a message from Mayor French to express his regret that he could not attend the Council meeting this evening due to a work conflict. He noted that also due to a work conflict, he will not be in attendance at the November 21<sup>st</sup> meeting but reassured that he is fully involved in Council matters.

**Councillor Youden**

stated that Phase 47 has seen an unprecedented number of people who have lost their wells. He stated that it is a month away from Christmas and the residents want to know what is going to happen. They want to know what the Town is going to do for a fix the problem during the winter. He stated that people should be respectful in communications and that the Town is trying to do what is best for the community. He stated that we know the inconvenience this causes but it should be communicated directly to the town and not on social media.

**Councillor Hillier**

stated that it is great to see the new asphalt on Manuels Bridge. He requested the area be cleaned, including signage, clear brush etc.

**Councillor Davis**

stated that there will be an Open House event to discuss the proposed development on Steep Nap Road on November 23, 2017 in the Greenslade Gallery. She encouraged anyone with questions or concerns to attend.

thanked Deputy Mayor Murphy for declaring November 8, 2017 as World Planning Day.

**Councillor Butler**

stated that he has been appointed as Council representative on the Conception Bay South Parks Commission. She stated that it is great to see local groups put so much time and effort into keeping our town beautiful.

stated that she also is the Council representative on the Seniors Advisory Committee and attended her first meeting on Monday, November 6, 2017. She is looking forward to assisting this Committee with their initiatives.

stated that she will also represent Council on the Youth Advisory Council. She stated that there was great ideas put forward from the youth and she is enjoying attending these meetings.

**Councillor Bent**

stated that the Long Pond Harbour Authority will be advertising a request for expression of interest for a Recreational User representative on their Board of Directors. Information will be available on the LPHA website.

stated that he attended the grand opening of Vios Bistro.

stated that he had attended G'iver on the River which had 300 people participate. He stated it was a great event.

reported that in cooperation with the RNC, the Town held a school zone safety event near Topsail Elementary School on October 30, 2017. He thanked the media in attendance, the RNC and Fire Department. He also expressed appreciation to staff for organizing the event.

**Deputy Mayor Murphy**

reminded residents that this week is leaf collection. He stated residents can put leaves out in special paper bags this week to be composted or any other regular garbage day in clear bags (if uncovered) or black bags (covered).

stated that the Town is currently in the process of preparing the 2018 budget.

**11. ADJOURNMENT**

The meeting adjourned at 7:51 p.m.

**Resolution #17-448**  
**Councillor Youden/Councillor Davis**

Be it so resolved that the meeting adjourn.

- carried unanimously

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Richard Murphy  
Deputy Mayor

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Gail Pomroy  
Town Clerk